



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

June 12, 2023

Cheyenne Mott
PO Box 632
Central Lake, MI 49622

RE: License #: DG050410929
RE: SI LOG #: 2023D0790009
Cheyenne Mott
4790 West Old State Road
Central Lake, MI 49622

Dear Ms. Mott:

This letter is to advise you that the 06/09/2023 corrective action plan you submitted, regarding each rule violation cited in the recently completed Special Investigation Report, is approved.

You can find a copy of this corrective action approval letter and the associated report on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of each type of report and corrective action plans can be found under [Overview of Licensing Reports](#).

Violation cited	Noncompliance observed	Plan to correct	Date to be completed
R 400.1907(2)	Ms. Mott did not ensure child information cards were updated when information changes. Ms. Mott was informed of Child A's dairy intolerance in February 2023, but his child information was not updated and continued to identify that Child A had no allergies, special needs, or special instructions.	Ms. Mott will update all children's information cards annually or when something changes. Child A is no longer enrolled at my child care. In order to maintain compliance, she will update child information cards as soon as something changes and prior to giving care. She will review child records three times a year.	06/23/2023

R 400.1911(1)	Ms. Mott did not ensure to provide appropriate care and supervision of children at all times when she allowed Child A to have yogurt and ice cream when she was aware of him having a dairy intolerance.	Ms. Mott reported that she will make sure to give proper care when caring for a child with a dairy intolerance. She will ensure children are not given known or documented allergens. She will follow all children's parents guidance and physician's written authorizations regarding food allergens and intolerances. She will develop individual plans for children with allergies to ensure compliance. In order to maintain compliance, she will update child's information cards and create a plan with parents to follow. This will allow her to give the best and proper care for children in her child care.	06/09/2023
R 400.1945(2)(i)	Ms. Mott did not ensure to have a written plan for how Child A's dairy intolerance would be accommodated in all types of emergencies.	Ms. Mott reported that she will ensure to have an emergency plan written out with the parent to accommodate children with any medical conditions including allergens and intolerances. She currently does not have any children with medical conditions, but if she were to have one, she will have this plan written out prior to giving care. In order to maintain compliance, she will also have parent's update child information cards and she will review child records three times a year.	06/09/2023
MCL 722.115n(1)	Ms. Mott did not ensure all child care staff members completed a comprehensive background check through the Child Care Background Check (CCBC) system. Ms. Mott	Ms. Mott reported that she will never again allow anyone to care for children in her child care until they have completed the comprehensive background check through the CCBC website, they have been	06/09/2023

	<p>disclosed that CCSM 1 worked at her child care July and August of 2022, and she had not completed a comprehensive background check through the CCBC.</p>	<p>approved, and they are deemed eligible for the care of children. They will also be connected to her account as a staff member. Justin Moffat has already been deemed eligible and has been moved to a staff member position. CCSM 1 has not worked at the child care for almost a year, and she will not work at the child care again unless she meets all requirements prior to starting.</p>	
<p>R 400.1903(1)(c) R 400.1904a(2)(a) R 400.1904a(2)(b)</p>	<p>Ms. Mott did not ensure to provide for a child care staff member, who has valid CPR and first aid certifications, to act on behalf of the licensee when the licensee is unable or unavailable to provide direct care. On 03/28/2023, Justin Moffat served as a child care staff member when Ms. Mott was unavailable. Mr. Moffat did not have first aid certification, and he only had CPR certification for adults not infants and children.</p> <p>Ms. Mott did not ensure child care staff members had a valid CPR certification before caring for children. Ms. Mott disclosed that CCSM 1 did not have a valid certification in infant, child, and adult CPR and first aid and Mr. Moffat only had CPR certification for adults</p>	<p>Ms. Mott reported that she will not allow a staff member to work in her child care without being first aid and CPR certified for infants, children, and adults. Justin Moffat is currently working on completing first aid and CPR certification. He will not care for children until this is done and in his file. She will never leave a staff member in charge unless they are certified in first aid or CPR. If she does not have a staff member certified in CPR and first aid to work in my absence, then she will close the child care for the time she is unavailable to be at the child care. CCSM 1 has not worked at the child care for almost a year, and she will not work at the child care again unless she meets all requirements of a child care staff member prior to working at the child care. In order to maintain compliance, she will review staff records prior to hiring and every three months.</p>	<p>06/09/2023</p>

	<p>not infants and children before caring for children. Mr. Moffat did not have first aid certification.</p>		
R 400.1903(1)(e)	<p>Ms. Mott did not ensure to keep an absence log. Ms. Mott disclosed that she was not present at the child care from 4:30 to 5:30 PM on 03/28/2023 and this was not documented in her absence log.</p>	<p>Ms. Mott will keep a log of absence for herself and a log of attendance for her staff at all times. She has gone back to January 2023 to write down which days she was closed. She will not allow a staff member to work at her daycare without being signed in and signed out at the end of their shift. To maintain compliance, she will review my absence log twice a year to ensure compliance.</p>	06/09/2023
<p>R 400.1904a(2)(c) R 400.1905(3)(a) R 400.1905(3)(b) R 400.1905(3)(c)</p>	<p>Interviews with CCSM 1 and Ms. Mott indicated that CCSM 1 and Mr. Moffat had not completed training on the prevention of infectious diseases, including immunizations before caring for children.</p> <p>CCSM 1 and Ms. Mott indicated that CCSM 1 and Mr. Moffat had not completed infant safe sleep training prior to caring for children.</p> <p>CCSM 1 and Ms. Mott disclosed that CCSM 1 and Mr. Moffat had not completed training on the of and the reporting of child abuse and neglect prior to caring for children.</p>	<p>Ms. Mott had Justin Moffat complete training on infant safe sleep, infectious diseases including immunizations, and the Health and Safety Course 1 and 2 trainings through the MiRegistry. CCSM 1 has not worked at the child care for almost a year, and she will not work at the child care again unless she meets all requirements of a child care staff member prior to working at the child care. To maintain compliance, she will review staff files and trainings prior to them beginning care at my daycare to ensure compliance.</p>	06/09/2023

	CCSM 1 and Ms. Mott disclosed that CCSM 1 and Mr. Moffat had not completed training on the prevention of shaken baby syndrome, abusive head trauma, and child maltreatment prior to caring for children.		
R 400.1906(1)(b)	Ms. Mott did not ensure to maintain accurate daily records detailing arrival and departure times for all child care staff members. Ms. Mott and staff attendance records show that staff attendance was not maintained for CCSM 1 and Mr. Moffat.	Ms. Mott will keep an attendance log for my childcare staff member when they start a shift and when the end a shift. She will also keep a record of my absence along with my staff members attendance. She has written down Justin Moffat's time from 3/28/2023 on my staff attendance. In order to maintain compliance, she will keep this log updated daily by checking it before lunch and at the end of the day.	06/09/2023
R 400.1906(1)(c)(ii)	Ms. Mott did not ensure that each child care staff member had a statement signed by a licensed physician attesting to the staff member's mental and physical health on file. Ms. Mott disclosed having no medical clearance for CCSM 1.	Ms. Mott will make sure her staff have a signed statement by a licensed physician stating their physical and mental health is deemed eligible to work in her child care. Justin has already completed this paper work. CCSM 1 has not worked at the child care for almost a year, and she will not work at the child care again unless she meets all requirements of a child care staff member prior to working at the child care. In order to maintain compliance, she will review staff records prior to hiring and every three months.	06/09/2023

R 400.1906(1)(g)	Ms. Mott did not ensure that each child care staff member had a signed abuse and neglect statement on file. Ms. Mott disclosed that she did not have a signed abuse and neglect statement for CCSM 1 and Mr. Moffat.	Ms. Mott will make sure all staff have received a document stating that the staff member is aware that they are a mandated reported and that abuse and neglect is unlawful. Justin Moffat has already signed this document. CCSM 1 has not worked at the child care for almost a year, and she will not work at the child care again unless she meets all requirements of a child care staff member prior to working at the child care. In order to maintain compliance, she will review staff records prior to hiring and every three months.	06/09/2023
R 400.1919(3)	Ms. Mott did not ensure that each child care staff member had written evidence of freedom from communicable tuberculosis (TB) prior to caring for children. Ms. Mott disclosed that CCSM 1 did not have written evidence of freedom from communicable tuberculosis (TB) prior to caring for children.	Ms. Mott will ensure all of her staff present a negative tb test done by a licensed physician. Justin Moffat has already completed this form and has proof of a negative tb test on file. CCSM 1 has not worked at the child care for almost a year, and she will not work at the child care again unless she meets all requirements of a child care staff member prior to working at the child care. In order to maintain compliance, she will review staff records prior to hiring and every three months.	06/09/2023

It is expected that the corrective action plan will be implemented within the time frames as outlined in your plan.

A follow-up evaluation may be made to verify compliance. Should the corrections not be implemented in the specified time, it may be necessary to reevaluate the status of your license.

The office provides technical assistance to meet the licensing requirements and consultation to improve services. Please contact me with any questions. In the event that I am not available and you need to speak to someone immediately, you may contact the local office at (231) 922-5309.

Sincerely,

A handwritten signature in cursive script that reads "Codie Mayhew".

Codie Mayhew, Licensing Consultant
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