



STATE OF MICHIGAN  
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
 LANSING

GRETCHEN WHITMER  
 GOVERNOR

ORLENE HAWKS  
 DIRECTOR

November 4, 2021

Karen Craven-Bates  
 5519 22 Mile Road  
 Homer, MI 49245

RE: License #: DG130094748  
**Karen Craven-Bates**  
**5519 22 Mile Road**  
**Homer, MI 49245**

Dear Ms. Craven-Bates:

Attached is your renewal inspection report. You can find a copy of this renewal inspection report and any associated corrective action plans on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of when renewal inspection reports are completed can be found under [Overview of Licensing Reports](#).

During the renewal inspection on 11/4/2021, I found 21 violations. The violation is listed below and explained in the attached report:

- MCL722.113 Licensing notebook
- R400.1904a Child care staff member; employment; requirements
- R400.105 Training
- R400.1907 Child's records
- R400.1925 Comprehensive background check; fingerprinting
- R400.1945 Emergency; plan; drill

You gave us an acceptable written corrective action plan. We will send you a regular license in the mail.

<b>During calendar year 2020:</b>	<b>Total</b>
Number of serious injuries that occurred in facility.	<b>0</b>
Number of deaths that occurred in the facility.	<b>0</b>
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	<b>0</b>

Please contact me with any questions at (269) 568-2686. In the event that I am not available and you need to speak to someone immediately, please contact the local office at (616) 356-0183.

Per MCL 722.113g, this report and any related corrective action plans must be filed in your Licensing Notebook.

Sincerely,

A handwritten signature in black ink that reads "Roxanne Duckworth". The signature is written in a cursive style with a large initial 'R'.

Roxanne Duckworth, Licensing Consultant  
Child Care Licensing Bureau  
Unit 13, 7th Floor  
350 Ottawa, N.W.  
Grand Rapids, MI 49503

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
CHILD CARE LICENSING BUREAU  
RENEWAL INSPECTION REPORT**

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	DG130094748
<b>Licensee Name:</b>	Karen Craven-Bates
<b>Licensee Address:</b>	5519 22 Mile Road Homer, MI 49245
<b>Licensee Telephone #:</b>	
<b>Licensee:</b>	N/A
<b>Name of Facility:</b>	Karen Craven-Bates
<b>Facility Address:</b>	5519 22 Mile Road Homer, MI 49245
<b>Facility Telephone #:</b>	(517) 568-3873
<b>Original Issuance Date:</b>	10/25/2000
<b>Capacity:</b>	12
<b>Age Range:</b>	Ages Birth Thru 14 years

## II. METHODS OF INSPECTION

Date of On-site Inspection(s): 11/04/2021

		No. of Records Reviewed
No. of children enrolled in care	18	18
No. of assistant caregivers employed	1	0
No. of child care children present at time of inspection	7	
No. of other children present at time of inspection	0	
No. of assistant caregivers present at time of inspection	1	
Licensee present at time of inspection?	Yes	
Persons Interviewed:	Licensee	<input checked="" type="checkbox"/>
	Assistant Caregivers	<input checked="" type="checkbox"/>

Approved child use space: The approved child use space is an attached garage that has been converted into a living space with a living room/play area, kitchen, and bathroom. The living room, kitchen, and one bedroom in the main home are also approved for child use.

Exiting information (including second floor and basement): There are two exits in the converted garage area, including the front door and back door, both leading directly outside. There are two exits in the main level of the home, including a front and back door, leading directly outside.

Approved variances -  No  Yes Description:

Key Indicator Inspection: N/A

### Additional information:

- Pets? No  Yes  If yes, describe.  
There is one dog in the home.
- Hot tubs or spa pool? No  Yes  If yes, are there appropriate barriers?
- Swimming pool? No  Yes  If yes, describe pool and barriers.  
There is an underground pool located in the backyard. The pool area is completely fenced in and the gates are locked.
- Other water hazards? No  Yes  If yes, describe.
- Fireplace or wood burning stove? No  Yes  If yes, describe.
- Fireplace/wood burner in use during child care hours? No  Yes  If yes, describe barriers to protect children from burns.  
N/A

### III. DESCRIPTION OF FINDINGS & CONCLUSIONS

This renewal inspection involved a review of all applicable child care home administrative rules and statutes. Verification of compliance included direct observations of the physical environment and the program, discussions with staff, and a review of the home's records, including staff records and children's records. Staff records include background checks, medical clearance information, and training information. Children's records include child information cards and child in care statements/receipts.

During the inspection, the child care home was found to be in compliance with all applicable rules and statutes except for the following violations:	
<b>MCL 722.113g</b>	<b>Licensing notebook.</b>
	<b>(1) The operator of a child care center, group child care home, or family child care home shall maintain a licensing notebook on its premises. The licensing notebook shall be made available for review to parents or guardians of children under the care of, and parents or guardians considering placing their children in the care of, the child care center, group child care home, or family child care home during the hours of operation of the child care center, group child care home, or family child care home.</b>
The licensee is not maintaining a licensing notebook with all licensing reports, special investigations, and corrective action plans.	
<b>R 400.1904a</b>	<b>Child care staff member; employment requirements.</b>
	<b>(2) Before caring for children at a child care home, an individual shall provide the licensee with all of the following: (a) A valid certification in infant, child, and adult CPR.</b>
The child care staff member did not have valid certification in infant, child, and adult CPR.	
<b>R 400.1904a</b>	<b>Child care staff member; employment requirements.</b>
	<b>(2) Before caring for children at a child care home, an individual shall provide the licensee with all of the following: (b) A valid certification in first aid.</b>

The child care staff member did not have valid certification in first aid.	
<b>R 400.1904a</b>	<b>Child care staff member; employment requirements.</b>
	<b>(2) Before caring for children at a child care home, an individual shall provide the licensee with all of the following: (c) Proof of training in the prevention of infectious disease, including immunizations. Hours of training in the prevention of infectious disease from MiRegistry will be allowed to count for training hours to meet this requirement.</b>
The child care staff member did not have training in the prevention of infectious disease, including immunizations.	
<b>R 400.1905</b>	<b>Training.</b>
	<b>(3) A licensee shall ensure that child care staff members and child care assistants, prior to caring for children, have training that includes information on all of the following: (a) Safe sleep practices to prevent sudden infant death syndrome.</b>
The child care staff member did not have training on safe sleep practices to prevent sudden infant death syndrome.	
<b>R 400.1905</b>	<b>Training.</b>
	<b>(3) A licensee shall ensure that child care staff members and child care assistants, prior to caring for children, have training that includes information on all of the following: (b) Recognition of and the reporting of child abuse and neglect.</b>
The child care staff member did not have training on recognition of and the reporting of child abuse and neglect.	
<b>R 400.1905</b>	<b>Training.</b>
	<b>(3) A licensee shall ensure that child care staff members and child care assistants, prior to</b>

	<p><b>caring for children, have training that includes information on all of the following:</b></p> <p><b>(c) Prevention of shaken baby syndrome, abusive head trauma, and child maltreatment.</b></p>
<p>The child care staff member did not have training on prevention of shaken baby syndrome, abusive head trauma, and child maltreatment.</p>	
<b>R 400.1905</b>	<b>Training.</b>
	<p><b>(4) Within 90 days after receiving a child care license or of being hired at a child care home, a licensee, a child care staff member, and a child care assistant shall complete training on all of the following topics:</b></p> <p><b>(a) Child development.</b></p>
<p>The child care staff member did not have training on child development.</p>	
<b>R 400.1905</b>	<b>Training.</b>
	<p><b>(4) Within 90 days after receiving a child care license or of being hired at a child care home, a licensee, a child care staff member, and a child care assistant shall complete training on all of the following topics:</b></p> <p><b>(b) Administration of medication.</b></p>
<p>The child care staff member did not have training on administration of medication.</p>	
<b>R 400.1905</b>	<b>Training.</b>
	<p><b>(4) Within 90 days after receiving a child care license or of being hired at a child care home, a licensee, a child care staff member, and a child care assistant shall complete training on all of the following topics:</b></p> <p><b>(c) Prevention of and response to emergencies due to food and allergic reactions.</b></p>
<p>The child care staff member did not have training in prevention of and response to emergencies due to food and allergic reactions.</p>	
<b>R 400.1905</b>	<b>Training.</b>
	<p><b>(4) Within 90 days after receiving a child care license or of being hired at a child care home, a licensee, a child care staff member, and a child care assistant shall complete training on all of the following topics:</b></p>

	<b>(d) Handling and storage of hazardous materials and the appropriate disposal of bio contaminants.</b>
The child care staff member did not have training on handling and storage of hazardous materials and the appropriate disposal of bio contaminants.	
<b>R 400.1905</b>	<b>Training.</b>
	<b>(4) Within 90 days after receiving a child care license or of being hired at a child care home, a licensee, a child care staff member, and a child care assistant shall complete training on all of the following topics: (e) Precautions in transporting children.</b>
The child care staff member did not have training on precautions in transporting children.	
<b>R 400.1905</b>	<b>Training.</b>
	<b>(4) Within 90 days after receiving a child care license or of being hired at a child care home, a licensee, a child care staff member, and a child care assistant shall complete training on all of the following topics: (f) Building and physical premises safety.</b>
The child care staff member did not have training on building and physical premises safety.	
<b>R 400.1905</b>	<b>Training.</b>
	<b>(4) Within 90 days after receiving a child care license or of being hired at a child care home, a licensee, a child care staff member, and a child care assistant shall complete training on all of the following topics: (g) All hazards emergency preparedness and response planning.</b>
The child care staff member did not have training on all hazards/emergency preparedness and response planning.	
<b>R 400.1905</b>	<b>Training.</b>
	<b>(7) CPR and first aid training certification must be maintained according to the expiration dates on the individual's certification cards.</b>

The licensee did not have current CPR and first aid training certification.	
<b>R 400.1907</b>	<b>Child's records.</b>
	<b>(1) Prior to a child's initial attendance, a licensee shall obtain the following documents: (a) A completed child information card on a form provided by the department or a comparable substitute approved by the department.</b>
The child information cards were missing information, including date of admission, allergy information, and parent employer name/phone number.	
<b>R 400.1907</b>	<b>Child's records.</b>
	<b>(1) Prior to a child's initial attendance, a licensee shall obtain the following documents: (b) A child in care statement or receipt using a form provided by the department and signed by the parent certifying all of the following: (i) Receipt of a written disciplinary policy. (ii) Condition of the child's health. (iii) Acknowledgement that the parent has been offered either a copy of the licensing rules for a child care home or has been given the website for an electronic copy of these rules. (iv) Agreement as to who will provide food for the child. (v) Acknowledgement that firearms are on the premises, if applicable. (vi) If the child care home was built prior to 1978, then the licensee shall inform the parents of each child in care and all personnel of the potential presence of lead-based paint or lead dust hazards, unless the licensee maintains documentation from a lead testing professional that the home is lead safe.</b>
The child in care statements were missing information, including sections 1 and 3.	
<b>R 400.1907</b>	<b>Child's records.</b>
	<b>(2) Records in subrule (1) of this rule must be reviewed and updated annually or when information changes.</b>

There were four child information cards and four child in care statements that were not reviewed/updated annually and initialed with date by parent.	
<b>R 400.1925</b>	<b>Comprehensive background check; fingerprinting.</b>
	<b>(1) Pursuant to section 5n of the act, MCL 722.115n, prior to an individual having any unsupervised contact with children, the department shall determine the individual's eligibility to be any of the following: (d) A child care staff member.</b>
There was a child care staff member caring for children at the facility during the inspection that did not have a comprehensive fingerprint background check completed.	
<b>R 400.1925</b>	<b>Comprehensive background check; fingerprinting.</b>
	<b>(2) An applicant or licensee shall do all of the following: (b) Maintain a copy of the completed and signed form(s) for each individual entered into the child care background check system under the license.</b>
The licensee did not have copies of the signed consent and disclosure fingerprinting forms for herself, one adult household member, and the child care staff member that was caring for children at the facility during the inspection.	
<b>R 400.1945</b>	<b>Emergency; plan; drill.</b>
	<b>(1) An applicant or licensee shall have a written emergency response plan for the care of children that must be posted in a conspicuous location within the child care home. The plan must address the following types of emergencies: (d) Water emergencies, if applicable.</b>
Licensee has an underground pool. There was no written plan for water emergencies.	

A corrective action plan was requested and approved on 11/04/2021. It is expected that the corrective action plan be implemented within the specified time frames as outlined in the approved 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.

#### IV. RECOMMENDATION

I recommend issuance of a regular license to this child care group home (capacity 7-12).

*Roxanne Duckworth*

11/04/2021

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Roxanne Duckworth  
Licensing Consultant

Date