



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

April 25, 2022

Monique Hendrix
1872 Springfield St.
Flint, MI 48503

RE: License #: DG250400928

RE: **Monique Hendrix
1872 Springfield St
Flint, MI 48503**

Dear Ms. Hendrix:

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](#).

This letter is to advise you that the 04/12/2022 corrective action plan you submitted, regarding each rule violation cited in the recently completed Renewal Licensing Study 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
R400.1903(1)(f) Licensee Responsibilities	Licensee did not have her license posted, stating she has never posted it.	Licensee will post her license in a conspicuous place within her child care home.	4/19/2022
R400.1903(8)(b) Licensee Responsibilities	Licensee did not have a no vaping sign posted, stating she did not know it was required.	Licensee will ensure there is a no vaping sign posted at her child cre home.	4/19/2022

R400.1905(1) Training	Licensee did not have training hours completed or documented for 2020 or 2021.	Licensee will ensure they complete 10 hours of training each calendar year.	4/19/2022
R400.1905(2) Training	Licensee did not ensure her child care staff member Sabrina Peterson completed 5 hours of training in 2020 or 2021.	Licensee will ensure all child care assistants, and specifically Sabrina Peterson completes 5 hours of training each calendar year.	4/19/2022
R400.1905(4) Training	Neither licensee or child care staff member have completed Health and Safety 1 and 2.	Licensee will ensure all child care staff members including Monique Hendrix and Sabrina Peterson complete Health and Safety 1 and 2, within 90 days of hire. T/A was provided in June 2021 regarding this.	4/19/2022
R400.1905(7) Training	Licensee did not ensure Sabrina Peterson is certified in adult/pediatric CPR/First Aid.	Licensee will ensure all child care staff members are certified in adult/pediatric CPR and First Aid, and maintained on site, specifically Sabrina Peterson.	4/19/2022
R400.1905(9) Training	Licensee and child care staff members have not completed refreshers as required.	Licensee will ensure all child care staff members complete new health and safety refresher courses when notified by the department they are available.	4/19/2022
R400.1906(1)(b) Records of a licensee; child care staff member; child care assistant	Licensee is not keeping a daily log of arrival and departure times of self and staff for the child care home.	Licensee will ensure they have daily arrival times and departure times at the child care home, and retained onsite.	4/19/2022
R400.1906(1)(c) Records of a licensee; child care staff member; child care assistant	Licensee did not have a medical clearance completed for herself or Sabrina Peterson.	Licensee will ensure all child care staff members including Monique Hendrix and Sabrina Peterson have a statement signed by a licensed physician or his or her designee that attest to the individual's mental and physical health.	4/19/2022
R400.1906(1)(f) Records of a licensee; child care	Licensee does not have a signed consent and disclosures for self or Sabrina Peterson,	Licensee will ensure all child care staff members including Monique Hendrix and Sabrina Peterson have signed consent	4/19/2022

staff member; child care assistant	indicating she did not know they were required.	and disclosures onsite for the CCBC.	
R400.1906(1)(g) Records of a licensee; child care staff member; child care assistant	Licensee does not have a signed statement regarding child abuse, mandated reporter status, and discipline policy for self or Sabrina Peterson.	Licensee will ensure all child care staff members including Monique Hendrix and Sabrina Peterson have a signed statement regarding child abuse neglect being unlawful, that they are mandated by law to report, and they have received a copy of the discipline policy. This is to be retained onsite.	4/19/2022
R400.1907(1)(a) Child's Record	Licensee has 13 children enrolled, six do not have cards completed at all, and two of which the licensee does not know their legal names. Of the remaining seven, none have dates of admission, special needs/health concerns identified, have not been updated since 2017, forms are outdated. Four do not have permission to treat in an emergency.	Licensee will ensure all children enrolled in the child care home have a signed/dated and completely filled out child information card PRIOR to attending child care in the home, and retained onsite. REPEAT VIOLATION ESTABLISHED LSR 06/21/2020 CAP 06/18/2020	4/19/2022
R400.1907(1)(b) Child's Record	There are no children who have a child in care statement.	Licensee will ensure all children enrolled in the child care home have a child in care statement completed, signed/dated, and retained onsite. REPEAT VIOLATION ESTABLISHED LSR 06/21/2020 CAP 06/18/2020	4/19/2022
R400.1907(3) Child's Record	Licensee did not have attendance sheets onsite, stating they were in a vehicle her daughter was driving.	Licensee will ensure there is daily attendance sheets with child's first and last name (legal), completed and retained onsite	4/19/2022
R400.1915(5) Indoor space; play	Licensee did not have the recall notice posted.	Licensee will have the recall notice posted conspicuously in the child care home.	4/19/2022

equipment and materials			
R400.1916(6) Bedding and Sleeping Equipment	Licensee had no children in care at time of inspection but reported the infant sleeps in a bouncer/rocker when at the home.	Licensee will ensure all infants birth to 12 months of age, shall rest or sleep alone in an approved crib, play yard, or porta-crib.	4/19/2022
R400.1922(4) Nighttime care	The licensee has no cribs available, or beds for children to sleep on during overnight care. Licensee was advised this would be required before overnight care occurred.	Licensee will ensure any infant/children enrolled in overnight care, will sleep in age appropriate cribs or bed's only.	4/19/2022
R400.1923(2)(d)(e) (f)(g) Diapering and toilet learning	Licensees diaper area was covered in random items, blankets, clothes etc. There was no way to see the pad, no supplies were near, and no 3-step process noted to be utilized.	Licensee will ensure the diaper area is accessible, has a nonabsorbent, easily sanitized surface, be cleaned, and sanitized after each use, and have supplies within easy reach.	4/19/2022
R400.1925(1)(b) Comprehensive background check; fingerprinting	Licensee's adult son [REDACTED] who turned 18 on [REDACTED] has not been cleared on the CCBC.	Licensee will ensure all adult household members are cleared through the CCBC, specifically [REDACTED]	4/19/2022
R400.1925(2)(b) Comprehensive background check; fingerprinting	Licensee does not have consent and disclosures for all individuals cleared in the CCBC.	Licensee will retain a copy of all completed and signed paperwork of each individual in the CCBC.	
R400.1932(2) Home maintenance and safety	The bathroom utilized when children are in care, does not have a lock and had numerous hazardous materials accessible to children.	Licensee will ensure the bathroom utilized by the children in care, has the cabinet under the sink which contains numerous hazardous materials to be locked or the items to be moved securely out of reach of the children.	4/19/2022
R400.1932(6) Home maintenance and safety	The front porch of the home has peeling paint.	Licensee will ensure the front porch is painted as it has peeling paint.	4/19/2022
R400.1934(3) Heating; ventilation; lighting; radon	Licensee does not have a carbon monoxide detector.	Licensee will ensure there is a carbon monoxide detector, bearing a safety certification	4/19/2022

		mark, on all levels of approved for child care.	
R400.1941(2) Heat-Producing equipment	Licensee had boxes and other items within 4 feet of the furnace.	Licensee will ensure all combustble material and equipment will not be stored within 4 feet of furnaces, other flame or heat-producing equipment, or fuel-fired water heaters.	4/19/2022
R400.1944(1) Smoke detectors; fire extinguishers	Licensee did not have smoke detectors in the home on the floor approved for child care use.	Licensee will ensure operable smoke detectors approved by a nationally recognized testing laboratory must be installed/maintained on each floor of the home, and in all sleeping areas use by children in care.	4/19/2022
R400.1944(3) Smoke detectors; fire extinguishers	Licensee did not have a fire extinguisher mounted; it was under a pair of pants on the mantel of the fire place.	Licensee will ensure the home has at least one functioning multipurpose fire extinguisher with a rating of 2A-10BC or larger, properly mounted not higher than 5 feet from the floor to the top of the fire extinguisher, on each level approved for child care use.	4/19/2022
R400.1945(1) Emergency; plan; drill	Licensee has no emergency plans for the child care group home.	Licensee will ensure they have a written emergency plan posted in a conspicuous location in the home which includes the following type of emergencies; (a) Fire evacuation. (b) Tornado watches and warnings. (c) Serious accident or injury. (d) Water emergencies, if applicable. (e) Crisis management including, but not limited to, all of the following: (i) Intruders. (ii) Active shooters. (iii) Bomb threats. (iv) Other man- or woman-caused events	4/19/2022

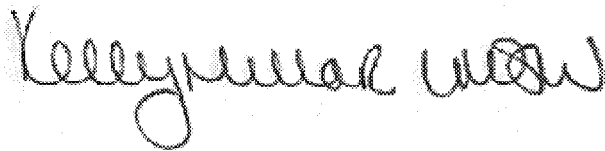
R400.1945(2) Emergency; plan; drill	Licensee has no emergency plans for the child care group home.	Licensee will ensure they have a written emergency plan posted in a conspicuous location in the home which includes all the following for identified emergencies above in (1);(a) A plan for evacuation. (b) A plan for safely moving children to a relocation site. (c) A plan for shelter-in-place. (d) A plan for lockdown. (e) A plan for contacting parents and reuniting families. (f) A plan for continuing operations during or after a disaster. (g) A plan for how infants and toddlers will be accommodated in all types of emergencies. (h) A plan for how children with special needs will be accommodated in all types of emergencies. (i) A plan for how children with chronic medical conditions will be accommodated in all types of emergencies.	4/19/2022
R400.1945(4) Emergency; plan; drill	Licensee has not completed fire drills in 2020 or 2021.	Licensee will ensure fire drills are completed quarterly each calendar year, and retained onsite.	4/19/2022
R400.1945(5) Emergency; plan; drill	Licensee has not completed tornado drills in 2020 or 2021.	Licensee will ensure at least two tornado drills are completed between March and November of each calendar year, and retained onsite.	4/19/2022

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 (517) 284-9730

Sincerely,

A handwritten signature in cursive script that reads "Kelly Millar LMSW". The signature is written in black ink on a white background.

Kelly Millar, LMSW, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
989-385-6683