



STATE OF MICHIGAN
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
 LANSING

GRETCHEN WHITMER
 GOVERNOR

ORLENE HAWKS
 DIRECTOR

December 14, 2022

Monique Hendrix
 1872 Springfield St.
 Flint, MI 48503

RE: License #: DG250400928

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

Dear Ms. Hendrix:

This letter is to advise you that the 12/14/2022 corrective action plan you submitted, regarding each rule violation cited in the recently completed Renewal Licensing Study Report, is approved.

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.

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)(a)(i) Licensee responsibilities	The licensee has not kept an accurate log of her absences from the home.	Licensee will keep a log of her absences from the child care home. This is to be retained onsite.	12/07/2022

R400.1903(1)(f) Licensee responsibilities	The licensee does not have her license posted at the home.	Licensee will post her license in a conspicuous place within her child care home. REPEAT VIOLATION ESTABLISHED LSR 04/25/2022 CAP 04/25/2022	12/07/2022
R400.1905(4) Training	The licensee and child care staff member have not taken 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 REPEAT VIOLATION ESTABLISHED LSR 04/25/2022 CAP 04/25/2022	12/31/2022
R400.1905(9) Training	The licensee and child care staff member have not taken any refreshers.	Licensee will ensure she takes all refresher health and safety courses when notified by the department one is available. REPEAT VIOLATION ESTABLISHED LSR 04/25/2022 CAP 04/25/2022	12/31/2022
R400.1906(1)(b) Records of a licensee; child care staff member; child care assistant	The licensee has not kept a detailed log of attendance, specifically departure time for self and child care staff member.	Licensee will ensure they have arrival times and departure times of all child care staff members at the child care home, and retained onsite. REPEAT VIOLATION ESTABLISHED LSR 04/25/2022 CAP 04/25/2022	12/07/2022
R400.1906(1)(c)(i) (ii) Records of a licensee; child care staff member; child care assistant.	The licensee and child care staff member do not have a medical clearance completed or retained onsite for review.	Licensee will ensure all child care staff members including Monique Hendrix, and Sabrina Peters have a statement signed by a licensed physician or his designee that attest to the individuals mental and physical	12/31/2022

		health. This is to be retained on site. REPEAT VIOLATION ESTABLISHED LSR 04/25/2022 CAP 04/25/2022	
R400.1906(1)(f) Records of a licensee; child care staff member; child care assistant	Licensee has no signed consent and disclosure forms for herself or child care staff member.	Licensee will ensure all child care staff members, including Monique Hendrix and Sabrina Peterson have a signed consent and disclosure form from CCBC. This is to be retained onsite. REPEAT VIOLATION ESTABLISHED LSR 04/25/2022 CAP 04/25/2022	12/07/2022
R400.1906(1)(g) Records of a licensee; child care staff member; child care assistant	Licensee does not have a signed statement regarding abuse and neglect for herself or her child care staff member.	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 that they have received a copy of the discipline policy. This is to be retained onsite. REPEAT VIOLATION ESTABLISHED LSR 04/25/2022 CAP 04/25/2022	12/07/2022
R400.1907(1)(a) Child's record.	Licensee does not have completed child information cards. Of the six enrolled children six are not filled out completely including, date of admission, date of birth, special needs/allergies and one is not signed/dated.	Licensee will ensure all children enrolled in the child care home have a completely filled out child information card prior to attending child care in the home, and retained onsite. REPEAT VIOLATION ESTABLISHED LSR 04/25/2022 CAP 04/25/2022	12/07/2022

R400.1907(1)(b) Child's Record	Of the six children enrolled, six child in care statements are not filled out completely and are on an outdated form. Some are not filled out, some are not dated and signed.	Licensee will ensure all children enroled in the home daycare, have a completley filled out, signed and dated child in care statement, to be retained onsite. REPEAT VIOLATION ESTABLISHED LSR 04/25/2022 CAP 04/25/2022	12/07/2022
400.1913(3)(g) Discipline; child handling	Licensee's current discipline policy states it uses time outs and makes no reference to age groups.	Licensee will ensure her discipline policy includes a statement regarding no time out use for children under age 3 years.	12/07/2022
R400.1915(5) Indoor space; play equipment; and materials	The licensee does not have the current recall notice posted in her home.	Licensee will ensure the updated recall notice is posted in the home. REPEAT VIOLATION ESTABLISHED LSR 04/25/2022 CAP 04/25/2022	12/07/2022
R400.1922(4) Nighttime care	The licensee has continued to care for children on overnight time frames according to her attendance sheets, however, does not have appropriate cribs or beds for children to sleep in.	Licensee will ensure all infant/children enrolled in nighttime care (12 AM-8:00 AM) have an appropriate bed/crib to sleep in. REPEAT VIOLATION ESTABLISHED LSR 04/25/2022 CAP 04/25/2022	12/07/2022
R400.1923(2)(d)(e) (f)(g) Diapering and toilet learning.	Licensee's diaper area was covered in random items, blankets, clothes, fire extinguisher etc. There was no way to see the pad, no supplies were near, and no 3-step process was noted to be utilized.	Licensee will ensure the diaper area is accessible, has a non-absorbant, easily sanitized surface, be cleaned and sanitized after each use, and have supplies within easy reach. REPEAT VIOLATION ESTABLISHED LSR 04/25/2022 CAP 04/25/2022	12/07/2022

R400.1925(1)(b) Comprehensive background check; fingerprinting.	Licensee has had various relatives at the home during onsite inspections. At the last renewal in April, she was advised anyone with regular contact needed to be cleared on the CCBC. Today the same male previously identified as a son, and on the most recent visit as a nephew was present in the home and left after consultant arrived.	icensee will ensure all adult household members are cleared through the CCBC. This includes individuals who have regular visits to the home. REPEAT VIOLATION ESTABLISHED LSR 04/25/2022 CAP 04/25/2022	12/07/2022
R400.1925(2)(b) Comprehensive background check; fingerprinting	Licensee will keep a copy of the consent and disclosure for all adult household members listed in the CCBC.	Licensee will retain a copy of all completed and signed paperwork of each individual in the CCBC. REPEAT VIOLATION ESTABLISHED LSR 04/25/2022 CAP 04/25/2022	12/07/2022
R400.1932(2) Home maintenance and safety	The bathroom utilized for children in care has a lock, which was not locked, and had numerous hazardous and toxic items accessible to children in care.	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. REPEAT VIOLATION ESTABLISHED LSR 04/25/2022 CAP 04/25/2022	12/07/2022
R400.1934(7) Heating; ventilation; lighting; radon	The bathroom the children utilize does not have light, the lightbulb is gone and has not been replaced.	Licensee will ensure all rooms children use have adequate natural lighting or artificial lighting.	12/07/2022
R400.1942(2) Electrical service; maintenance	The electrical outlets throughout the house do not have plugs in them.	Licensee will ensure all electrical outlets have plugs in them.	12/07/2022

<p>R400.1944(1) Smoke detectors; fire extinguishers</p>	<p>Licensee does not have a smoke detector in the room where children nap.</p>	<p>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 used by children in care.</p> <p>REPEAT VIOLATION ESTABLISHED LSR 04/25/2022 CAP 04/25/2022</p>	<p>12/07/2022</p>
<p>R400.1944(3) Smoke detectors; fire extinguishers</p>	<p>The licensee has not mounted her fire extinguisher it was viewed to be sitting atop other items on the diaper changing station.</p>	<p>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.</p> <p>REPEAT VIOLATION ESTABLISHED LSR 04/25/2022 CAP 04/25/2022</p>	<p>12/07/2022</p>
<p>R400.1945(1)(a-e)(i-iv) Emergency; plan; drill</p>	<p>Licensee has no emergency plans for the child care home.</p>	<p>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.</p>	<p>12/31/2022</p>

		REPEAT VIOLATION ESTABLISHED LSR 04/25/2022 CAP 04/25/2022	
R400.1945(2)(a-i) Emergency; plan; drill	Licensee has no emergency plans for the child care home.	<p>Licensee will ensure they have a written plan posted in a conspicuous location in the home which includes all of the following for the identified emergencies in (1); The written plan must include all of the following: (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.</p> <p>REPEAT VIOLATION ESTABLISHED LSR 04/25/2022 CAP 04/25/2022</p>	12/31/2022
R400.1945(4) Emergency; plan; drill	Licensee has not completed fire drills in 2022.	<p>Licensee will ensure fire drills are completed quarterly each calendar year and retained onsite.</p> <p>REPEAT VIOLATION ESTABLISHED LSR 04/25/2022 CAP 04/25/2022</p>	12/07/2022

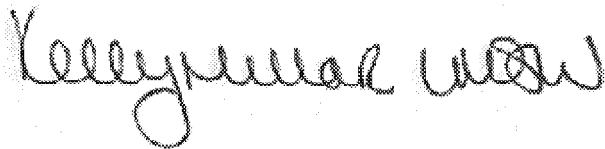
R400.1945(5) Emergency; plan; drill	Licensee has not completed tornado drills in 2022.	Licensee will ensure tornado drills are completed twice between March and November of each calendar year, to be retained onsite. REPEAT VIOLATION ESTABLISHED LSR 04/25/2022 CAP 04/25/2022	12/07/2022
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It 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,



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