



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

April 18, 2023

Jill Cotter
2851 S Littlefield
Mt Pleasant, MI 48858

RE: License #: DG370316264
Jill Ann Cotter
2851 S Littlefield
Mt Pleasant, MI 48858

Dear Mrs Cotter:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your home on 04/10/2023. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Family and Group Child Care Homes.

The violations that were found are:

R 400.1904a **Child care staff member; employment requirements.**

(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) A valid certification in first aid**
- (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.**

1 child care staff member did not have a valid CPR or First Aid certification prior to caring for children.

R 400.1904a **Child care staff member; employment requirements.**

(3) Prior to contact with children, the individual shall be determined by the department to be eligible to serve as a child care staff member, pursuant to section 5n of the act, MCL 722.115n, and as required by R 400.1925.

1 child care staff member did not have her fingerprinting completed prior to caring for children.

R 400.1905 **Training.**

(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.

1 child care staff member did not have safe sleep training prior to caring for children.

R 400.1905 **Training.**

(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.

1 child care staff member did not have training in recognition and reporting of child abuse and neglect prior to working with children.

R 400.1905 **Training.**

(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:

(c) Prevention of shaken baby syndrome, abusive head trauma, and child maltreatment.

1 child care staff member did not have training in prevention of shaken baby syndrome, abusive head trauma, and child maltreatment prior to caring for children.

R 400.1905 Training

(9) When the department of licensing and regulatory affairs or the department of education publishes a notice that a new health and safety update document or a new health and safety update training activity has been published on MiRegistry, the licensee shall ensure that all personnel read and acknowledge the document or complete the activity within 6 months of the notice.

3 child care staff members do not have the 2021 health and safety refresher training completed. 1 child care staff member does not have the 2022 health and safety refresher training completed.

R 400.1919 Communicable disease; immunization; mental and physical health; physician attestation; tuberculosis.

(2) A licensee shall obtain from a child care staff member and a child care assistant a written statement, signed by a licensed physician or his or her designee within 1 year prior to caring for children, that attests to the child care staff member's or child care assistant's mental and physical health. The attestation must be renewed at the time of subsequent renewals of the child care home's license.

1 child care staff member does not have a completed medical clearance prior to working with children.

R 400.1919 Communicable disease; immunization; mental and physical health; physician attestation; tuberculosis.

(3) An applicant, licensee, child care staff member, child care assistant, and a member of the household who is age 14 or older shall provide written evidence of freedom from communicable tuberculosis (TB) prior to caring for children or living in the child care home.

1 child care staff member does not have written evidence confirming freedom of TB prior to caring for children.

On 4/10/2023, you gave us an acceptable written corrective action plan.

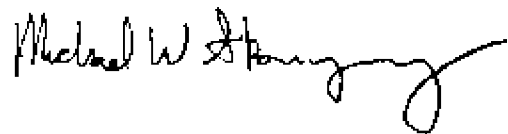
During calendar year 2022:	Total
Number of serious injuries that occurred in facility.	0
Number of deaths that occurred in the facility.	0
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	0

You can find a copy of this inspection letter and any associated corrective action plans on our website under Statewide Search for Licensed Child Care Centers and Homes. A description of when inspection letters are completed can be found under Overview of Licensing Reports.

Please contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please contact the local office at 517-284-9730.

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, appearing to read "Michael W. Skonieczny". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Michael Skonieczny, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa St.
P.O. Box 30664
Lansing, MI 48909
(989) 289-8572