



STATE OF MICHIGAN  
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
 LANSING

GRETCHEN WHITMER  
 GOVERNOR

MARLON I. BROWN, DPA  
 ACTING DIRECTOR

August 29, 2023

Marlett, Heather and Marlett, Steven  
 1002 Shumway  
 Portage, MI 49002

RE: License #: DG390344263

RE: SI LOG #: **Ms. Heather's Friends Daycare  
 1002 Shumway  
 Portage, MI 49002**

Dear Marlett, Heather and Marlett, Steven:

This letter is to advise you that the 08/28/2023 corrective action plan you submitted, regarding each rule violation cited in the recently completed Interim Inspection 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
722.115n(16)	Due to the failure to complete the eligibility renewal comprehensive background check as required, the current background check results for the individual are no listed in the CCCBC system as "expired." If the individual(s) does not complete the eligibility renewal comprehensive background check within 30 calendar days from the	I agree to do all of the following if I have not already done so: Schedule all fingerprint appointments through the CCBC system; have all eligibility renewal fingerprints completed. I agree to connect or disconnect individuals in the CCBC system once I receive the eligibility notice. If I get notice that an individual is found ineligible in the CCBC system, I agree to immediately disconnect the. I understand that an individual	08/28/2023

	<p>expiration date, the individual will be disconnected from the child care facility. At the time, if you wish for the individual to be connected again to the child care facility, you will have to initiate a new comprehensive background check for the individual at your expense.</p>	<p>found ineligible may not be associated as a household member or staff with my facility. I understand that the department may seek disciplinary action against my child care license in the form of a revocation and/or summary suspension with revocation if I continue to allow an individual found ineligible to be associated with my child care license. I understand that the department may seek disciplinary action against my child care license in the form of a revocation and/or summary suspension with revocation if I continue to allow an individual found ineligible to be associated with my child care license. I understand that if I fail to complete, return, and/or comply with this corrective action plan or request for voluntary closure, the department will begin the process of revoking my child care license.</p>	
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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,

A handwritten signature in cursive script that reads "Amy Steger".

Amy Steger, Licensing Consultant  
Child Care Licensing Bureau  
611 W. Ottawa Street  
P.O. Box 30837  
Lansing, MI 48909  
(269) 568-2915