



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

April 12, 2023

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

RE: License #: DG390344263
Ms. Heather's Friends Daycare
1002 Shumway
Portage, MI 49002

Dear Marlett, Heather and Marlett, Steven:

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 400.1921 Water hazards; water activities.

(3) A hot tub or spa pool, whether indoors or outdoors, must be made inaccessible to children in care by the use of a locked hard cover.

The outdoor hot tub was not locked and made inaccessible to children.

R 400.1923 Diapering and toilet learning.

(2) The designated changing area must comply with all of the following:

(e) Be cleaned and sanitized after each use.

The licensee did not clean and rinse the diapering area after use and only sanitized.

R 400.1924 Hand washing.

(1) All personnel shall wash their hands appropriately and in the following manner:

- (b) After all of the following:
 - (i) Diapering.

The licensee did not wash her hands after diapering a child.

R 400.1924 Hand washing.

(2) Personnel shall ensure that children wash their hands at all of the following times:

- (b) After toileting or diapering.

The licensee did not ensure a child washed her hands after being diapered.

R 400.1936 Animals and pets.

(4) Animals and pets shall not be allowed in food preparation and eating areas during meal or snack time.

The dog was in the kitchen while children were eating lunch.

R 400.1936 Animals and pets.

(5) Litter boxes, pet food, pet dishes, and pet toys must be inaccessible to children.

The dog food and water bowls were accessible to children in the kitchen area.

Due to the violations, you must send us a corrective action plan by 5/1/2023. You can use our [corrective action plan](#) form or create your own.

If you need help writing the corrective action plan, please contact me. If you do not send a corrective action plan, you may face disciplinary action. The corrective action plan must include the following:

- How compliance with each rule will be achieved.
- Who is directly responsible for implementing the corrective action for each violation.
- Specific time frames for each violation as to when the correction will be completed or implemented.
- How continuing compliance will be maintained once compliance is achieved.

- The signature of the responsible party and a date.

Upon receipt of an acceptable corrective action plan, there will be no change to your license status.

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,



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