



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL
LANSING

Michelle Richard
DIRECTOR

Report Type : Renewal
Inspection Type: Renewal

Date of Inspection: 2/2/2024,
Date of Report: 2/6/2024

Licensee Name(s)	License Number	Capacity
Heather Marlett	DG390344263	14
Facility Name	Program Type	
Ms. Heather's Friends Daycare	Group Home	
Facility Address	Mailing Address	
1002 Shumway, Portage, MI, 49002	1002 Shumway, Portage, MI, 49002	
Facility Phone Number	Facility Email Address	
2697437031	hjones3718@gmail.com	

Findings of the Inspection

A copy of this renewal inspection report and any associated corrective action plans is available on the Child Care Licensing Bureau [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](#).

The renewal inspection involved a review of all applicable child care center [administrative rules](#) and [statutes](#). Verification of compliance included direct observations of the physical environment and the program, discussions with staff, and a review of the center's records, including staff records and children's records. Staff records include background checks and training information. Children's records include child information cards, physical examination dates, and immunizations.

If you have any questions regarding the report, please contact licensing consultant, Amy Steger, at (269) 568-2915. In the event that Amy Steger is not available, and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Inspection Details		
Number of Rules/Statutes Reviewed	Number of Rules/Statute Violations	Number of Rules/Statutes where Technical Assistance was Provided
501	0	6

<i>Number of Children's Records Reviewed : Number of Children Enrolled</i>	<i>Number of Staff Employed : Number of Staff Files Reviewed</i>	<i>Number of Home Volunteers : Number of Volunteer Files Reviewed</i>
10 : 23	3 : 3	0 : 0
<i>Number of Children Observed : Number of Children Present During Inspection</i>	<i>Number of Child Care Staff Members Observed : Number of Child Care Staff Members Present During Inspection</i>	<i>Number of Volunteers Observed a: Number of Volunteers Present During Inspection</i>
12 : 12	2 : 2	0 : 0
<i>Licensee Interviewed</i>	<i>Child Care Staff Members Interviewed</i>	<i>Pets</i>
Yes	Yes	The home has one dog.
<i>Water or Other Hazards</i>	<i>Outdoor Space</i>	
There were no water or other hazards observed during the onsite.	The outdoor play area is located behind the home. It is completely fenced.	

Documentation of Required Inspections		
<i>Type of Inspection</i>	<i>Date of Inspection</i>	<i>Findings</i>
Furnace Inspection	1/8/2024	Accepted
Water Heater Inspection	1/8/2024	Accepted
Radon Test Results	4/18/2022	1.5 pCi/L

Technical Assistance	
<i>Rule Number</i>	<i>Rule</i>
R 400.1945(4)	Fire drills must be practiced while children are in care at least once quarterly, and a written record that includes the date and time it takes to evacuate must be maintained.
R 400.1945(5)	At least 2 tornado drills must be practiced while children are in care between March and November, and a written record of these drills that includes the date must be maintained.
R 400.1921(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."

R 400.1925(2)(b)	Maintain a copy of the completed and signed form(s) for each individual entered into the child care background check system under the license.
R 400.1907(1)(a)	A completed child information card on a form provided by the department or a comparable substitute approved by the department.
R 400.1932(2)	All dangerous and hazardous materials or items must be stored securely and out of the reach of children.

Hours of Operation						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
04:00 AM To 11:30 PM	04:00 AM To 11:30 PM	04:00 AM To 11:30 PM	04:00 AM To 11:30 PM	04:00 AM To 11:30 PM		

Bureau Recommendation
I recommend an issuance of a regular license to this child care group home (capacity 7-14).

Approved By:			
<i>Amy Steger</i>			
02/06/2024			
Amy Steger	Date		
Licensing Consultant			