



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
ACTING DIRECTOR

September 7, 2023

Jayne Cotten
533 Russwood Ne
Grand Rapids, MI 49505

RE: License #: **DG410061464**
Jayne Cotten
533 Russwood Street, NE
Grand Rapids, MI 49505-3672

Dear Ms. Cotten:

Attached is your renewal inspection report. You can find a copy of this renewal inspection report and any associated corrective action plans on our [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](#).

As a result of the renewal inspection on 7/28/2023, I did not find any rule or law violations. You will receive your regular license in the mail.

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

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 (616) 356-0183.

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 "Stacia Thrower". The signature is fluid and cursive, with the first name "Stacia" and last name "Thrower" clearly distinguishable.

Stacia L. Thrower, Licensing Consultant
Bureau of Community and Health Systems
Unit 13, 7th Floor
350 Ottawa, N.W.
Grand Rapids, MI 49503
(616) 916-5504

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
CHILD CARE LICENSING BUREAU
RENEWAL INSPECTION REPORT**

I. IDENTIFYING INFORMATION

LicenseLicense #:	DG410061464
Licensee Name:	Jayne Cotten
Licensee Address:	533 Russwood Ne Grand Rapids, MI 49505
Licensee Telephone #:	
Licensee:	N/A
Name of Facility:	Jayne Cotten
Facility Address:	533 Russwood Street, NE Grand Rapids, MI 49505-3672
Facility Telephone #:	(616) 363-8225
Original Issuance Date:	
Capacity:	14
Age Range:	Ages Birth Thru 17 years

II. METHODS OF INSPECTION

Date of On-site Inspection(s):

07/28/2023

		No. of Records Reviewed
No. of children enrolled in care	18	10
No. of assistant caregivers employed	1	1
No. of child care children present at time of inspection	10	
No. of other children present at time of inspection	0	
No. of assistant caregivers present at time of inspection	1	
Licensee present at time of inspection?	Yes	
Persons Interviewed:	Licensee	☒
	Assistant Caregivers	☐

Approved child use space: The main and basement levels of the home are approved for use. There are three remote exiting doors on the main level.

Exiting information (including second floor and basement): There are three remote exiting doors on the main level. An egress window and the stairs leading to the main level provide appropriate exits from the basement.

Approved variances - ☐ No ☒ Yes Description: Capacity/Ratio

Key Indicator Inspection: No

Additional information:

- Pets? No ☐ Yes ☒ If yes, describe.
There is one small dog in the home.
- Hot tubs or spa pool? No ☒ Yes ☐ If yes, are there appropriate barriers?
- Swimming pool? No ☒ Yes ☐ If yes, describe pool and barriers.
- Other water hazards? No ☒ Yes ☐ If yes, describe.
- Fireplace or wood burning stove? No ☐ Yes ☒ If yes, describe.
There are fireplaces on the main and basement levels of the home.
- Fireplace/wood burner in use during child care hours? No ☒ Yes ☐ If yes, describe barriers to protect children from burns.

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

This renewal inspection involved a review of all applicable child care home 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 home's records, including staff records and children's records. Staff records include background checks, medical clearance information, and training information. Children's records include child information cards and child in care statements/receipts.

The facility is in compliance with all applicable rules and statutes.

IV. RECOMMENDATION

I recommend issuance of a regular license to this child care group home (capacity 7-12).



9/7/2023

Stacia L. Thrower
Licensing Consultant

Date