



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

December 29, 2021

Kelly Homfeld  
1149 Ivanhoe  
Muskegon, MI 49445

RE: License #: DG610268922

RE: SI LOG #: **Kelly Homfeld  
1149 Ivanhoe Drive  
Muskegon, MI 49445-2049**

Dear Ms. Homfeld:

This letter is to advise you that the 12/03/2019 corrective action plan you submitted, regarding each rule violation cited in the recently completed Renewal Licensing Study 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
<b>R 400.1903(8) Licensee responsibilities</b>	Ms. Homfeld had a sign posted indicating that no smoking is prohibited on the premises but it did not include no vaping.	No vaping will be added to the current no smoking sign.	1/3/22
<b>R 400.1905(1) Training</b>	Ms. Homfeld did not complete ten hours of training in 2019 and 2020.	Ms. Homfeld will complete ten hours of training per calendar year.	On-going
<b>R 400.1905(4) (A-G) Training</b>	Ms. Homfeld and her assistants did not complete the required health and safety training hours.	Ms. Homfeld will complete the required health and safety trainings and will have staff complete them.	1/3/22

<b>R 400.1919(3) Communicable disease; immunization; mental and physical health; physician attestation; tuberculosis.</b>	Ms. Holfeld's 18 year old daughter has not completed her communicable tuberculosis exam.	Ms. Homfeld will get documentation that her daughter is free of communicable tuberculosis.	1/30/22
<b>R 400.1925 (1)(c) Comprehensive background check; fingerprinting</b>	Ms. Homfeld's did not have the all assistant complete a comprehensive background check prior to working with children.	Ms. Homfeld will have all child care staff members complete a comprehensive background check.	1/15/22
<b>R 400.1925 (2)(b) Comprehensive background check; fingerprinting</b>	Ms. Homfeld did not have copies of the consent and disclosure forms for all persons that completed the comprehensive background check.	Ms. Homfeld will have employees and family members complete the consent and disclosure forms and keep them on file.	1/3/22
<b>R 400.1934(4) Heating; ventilation; lighting; radon</b>	Ms. Homfeld did not have documentation of a radon test completed within 4 years	Ms. Homfeld will complete a radon test on her home.	1/15/22
<b>R 400.1945 (1) Emergency; plan; drill</b>	Ms. Homfeld's emergency procedures do not meet current requirements from the State of Michigan.	Ms. Homfeld will update emergency procedures.	1/3/22

Sincerely,

A handwritten signature in black ink, appearing to read "Tarah Kline". The signature is written in a cursive style with a large, looped initial "T".

Tarah Kline, Licensing Consultant  
Bureau of Community and Health Systems  
Suite 11  
701 S. Elmwood  
Traverse City, MI 49684  
(616) 916-2490