



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

February 11, 2022

Svetlana Raytman and Julia Malysheva  
7265 Pontiac Tr Rd  
West Bloomfield, MI 48323

RE: License #: DG630261884  
**Svetlana Raytman and Julia Malysheva**  
**7265 Pontiac Tr Rd**  
**West Bloomfield, MI 48323**

Dear Svetlana Raytman and Julia Malysheva:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your home on 02/10/2022. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Family and Group Child Care Homes.

During the on-site inspection, I reviewed children's records and staff members' files. I observed children in care engaged in a variety of developmentally appropriate activities, including coloring, building with blocks and imaginative play. I observed large group time which included reviewing the alphabet. I also observed toileting and handwashing. The caregivers' interactions with the children were positive and nurturing.

The violations that were found are:

**R 400.1904a      Child care staff member; employment requirements.**

(2) Before caring for children at a child care home, an individual shall provide the licensee with all of the following:

(c) Proof of training in the prevention of infectious disease, including immunizations. Hours of training in the prevention of infectious disease from MiRegistry will be allowed to count for training hours to meet this requirement.

Ms. Malysheva did not have proof of training in the prevention of infectious disease, including immunizations.

Ms. Malysheva said she believes she completed the training and will submit proof if she finds it.

**R 400.1905                      Training**

(9) When the department of licensing and regulatory affairs or the department of education publishes a notice that a new health and safety update document or a new health and safety update training activity has been published on MiRegistry, the licensee shall ensure that all personnel read and acknowledge the document or complete the activity within 6 months of the notice.

Ms. Raytman and Ms. Malysheva did not complete the MiRegistry 2021 Refresher training.

**R 400.1907                      Child's records.**

(1) Prior to a child's initial attendance, a licensee shall obtain the following documents:

(a) A completed child information card on a form provided by the department or a comparable substitute approved by the department.

Eight of the twelve children's information cards reviewed were missing information such as parent's signature, allergies, special needs, special instructions information, physician's name and phone, and parent's employment name and phone number.

**R 400.1907                      Child's records.**

(2) Records in subrule (1) of this rule must be reviewed and updated annually or when information changes.

Eight of the child information cards were not reviewed and updated annually.

- Five were last reviewed and updated on 05/06/2018, 07/03/2018, 07/08/2019, 08/29/2019, and 09/16/2019.
- Three were not reviewed and updated in 2021.

Eight of the child in care statements were not reviewed and updated annually.

- Five were last reviewed and updated on 05/06/2018, 07/03/2018, 07/08/2019, 08/29/2019, and 09/16/2019.
- Three were not reviewed and updated in 2021.

**R 400.1913                      Discipline; child handling.**

(3) Personnel shall not do any of the following:

(g) Use time out for children under 3 years old.

Ms. Raytman and Ms. Malysheva's discipline policy stated "If the behavior is repeated, 'time out' is used. The amount of time a child sits in 'time out' varies according to his/her age. One minute per year of age but will not exceed five minutes if the child is over five years old."

It should be noted that technical assistance was given during the 2021 Renewal Inspection for the discipline policy to be updated to not include the use of time out for children under three years old.

**R 400.1945                      Emergency; plan; drill.**

1) An applicant or licensee shall have a written emergency response plan for the care of children that must be posted in a conspicuous location within the child care home.

The plan must address the following types of emergencies:

(e) Crisis management including, but not limited to, all of the following:

- (i) Intruders.
- (ii) Active shooters.
- (iii) Bomb threats.
- (iv) Other man- or woman-caused events.

Ms. Raytman and Ms. Malysheva did not have a written emergency response plan for crisis management that was posted in a conspicuous location within the child care home.

**R 400.1945                      Emergency; plan; drill.**

(2) The written plan must include all of the following:

- (a) A plan for evacuation.
- (b) A plan for safely moving children to a relocation site.
- (c) A plan for shelter-in-place.
- (d) A plan for lockdown.
- (e) A plan for contacting parents and reuniting families.
- (f) A plan for continuing operations during or after a disaster.
- (g) A plan for how infants and toddlers will be accommodated in all types of emergencies.
- (h) A plan for how children with special needs will be accommodated in all types of emergencies.
- (i) A plan for how children with chronic medical conditions will be accommodated in all types of emergencies.

Ms. Raytman and Ms. Malysheva's emergency plans did not include all of the

- following:
- (a) A plan for evacuation.
  - (b) A plan for safely moving children to a relocation site.
  - (c) A plan for shelter-in-place.
  - (d) A plan for lockdown.
  - (e) A plan for contacting parents and reuniting families.
  - (f) A plan for continuing operations during or after a disaster.
  - (g) A plan for how infants and toddlers will be accommodated in all types of emergencies.
  - (h) A plan for how children with special needs will be accommodated in all types of emergencies.
  - (i) A plan for how children with chronic medical conditions will be accommodated in all types of emergencies.

On 02/10/2022, you gave us an acceptable written corrective action plan.

| During calendar year 2021:                                                                      | 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,



Alicia Wiggins, Licensing Consultant  
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