



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

MARLON I. BROWN, DPA  
ACTING DIRECTOR

August 30, 2023

Yang, Hui and Yao, Songhua  
1754 South Blvd.  
Rochester Hills, MI 48309

RE: License #                    DG630298917  
**Hui Yang and Songhua Yao**  
**1754 South Blvd.**  
**Rochester Hills, MI 48309**

Dear Yang, Hui and Yao, Songhua:

This letter is a follow-up to the on-site inspection conducted at your home on 08/29/2023. 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 400.1903                    Licensee responsibilities.**

- (1) A licensee shall be responsible for all of the following provisions:
  - (e) Maintain a record of the dates of licensee absences. These records must be maintained for a minimum of 4 years.

When I arrived at the child care home at 12:12pm Ms. Yao was not present. There was no record documenting the date and time of her departure on 08/29/2023.

**R 400.1906                    Records of a licensee; child care staff member; child care assistant.**

- (1) A licensee shall maintain a file for each child care staff member and each child care assistant that includes all of the following:

(a) The individual's first and last name, address, telephone number, and date of hire.

(c) A statement signed by a licensed physician or his or her designee that attests to the individual's mental and physical health., and which must be updated as follows:

(ii) For a child care staff member and a child care assistant, within 1 year prior to caring for children and at the time of subsequent renewals of the child care home's license.

(d) Other physician attestations and records as required in R 400.1919.

(e) Training records, as defined in R 400.1905(5), which may also be viewed online at MiRegistry during an on-site inspection.

(f) A completed and signed Michigan Child Care Background Check Consent and Disclosure form as required in R 400.1925.

(g) A written statement, signed and dated by the child care staff member or child care assistant at the time of hiring, indicating all of the following information:

(i) The individual is aware that abuse and neglect of children is unlawful.

(ii) The individual knows that he or she is mandated by law to report child abuse and neglect.

(iii) The individual has received a copy of the licensee's discipline policy.

Ms. Yao and Ms. Yang do not have a file maintained for substitute Child Care Staff Member (CCSM) JD.

**R 400.1907**

**Child's records.**

(3) Dated daily attendance records of children in care must be maintained and include the child's first and last name and the time of arrival and departure. Electronic records may be used. If electronic records are used, they must be available to the department at the time of the inspection. If electronic attendance records are not available during an on-site inspection, the child care home is in violation of this rule.

At 12:12pm there were 13 children present, however the time of arrival for only 12 of the children was recorded on the daily attendance record.

**REPEAT VIOLATION ESTABLISHED**  
**LSR dated 07/17/2023; CAP dated 08/09/2023**

**R 400.1908                      Capacity.**

(1) The licensee shall ensure that the actual number of unrelated children in care at any 1 time does not exceed the number of children for which the child care home is licensed, not more than 6 children for a family child care home and not more than 12 children for a group child care home.

When I arrived at the child care group home at 12:12pm there were 13 child care children present. At 12:45pm Ms. Yao contacted a parent and requested they pick up a child. I also reviewed the attendance record for 08/28/2023 which documented 13 child care children present from 11:30am to 4:10pm.

**R 400.1910                      Ratio of personnel to children.**

(1) The ratio of personnel to children present in the home at any 1 time must be not less than 1 member of the personnel to 6 children. The ratio must include all children in care who are not related to any personnel and any of the following children who are less than 6 years of age:

- (a) Children of the licensee.
- (b) Children of a child care staff member or child care assistant.
- (c) Children related to any member of the household by blood, marriage, or adoption.

On 08/29/2023 I arrived to the child care home at 12:12pm. The only child care staff member present was Ms. Yang with 13 child care children ranging in age from 2 years old to 6 years old. At 12:25pm Ms. Yao returned to the home. She stated she had been over at a neighbor's home speaking with the neighbor.

**R 400.1925**

**Comprehensive background check; fingerprinting.**

(2) An applicant or licensee shall do all of the following:

(f) Immediately disconnect each individual from the system once he or she is no longer a licensee, adult member of the household, child care assistant, child care staff member, or an unsupervised volunteer under the license.

On 08/09/2023 Ms. Yao submitted a written corrective action plan stating CCSM CC was no longer working at the child care home “effective immediately” however on 08/29/2023 this staff member was still connected under the license.

Due to the violations, you must send us a corrective action plan by 09/20/2023. 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.

You can find a copy of this confirming letter and any associated corrective action plans on our website under Statewide Search for Licensed Child Care Centers and Homes. A description of when confirming 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,

A handwritten signature in black ink, appearing to read "Cheryl Amare". The signature is fluid and cursive, with a long horizontal stroke at the end.

Cheryl Amare, Licensing Consultant  
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(248) 860-0896