



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

March 30, 2023

Whitney Shelters  
476 N. Estates Drive  
Gaylord, MI 49735

RE: License #: DG690336648  
**Shelters, Whitney**  
**476 N. Estates Drive**  
**Gaylord, MI 49735**

Dear Ms. Shelters:

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](#).

During the renewal inspection on 3/29/2023, I found two violations. The violations are listed below and explained in the attached report:

**R 400.1945(1)      Emergency; plan; drill.**

**R 400.1945(2)      Emergency; plan; drill.**

You gave us an acceptable written corrective action plan. We will send you a regular license in the mail.

<b>During calendar year 2021:</b>	<b>Total</b>
Number of serious injuries that occurred in facility.	<b>0</b>
Number of deaths that occurred in the facility.	<b>0</b>
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	<b>0</b>

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 cursive script, reading "Cheree Riley", is enclosed within a thick black rectangular border.

Cheree Riley, Licensing Consultant  
Child Care Licensing Bureau  
611 W. Ottawa Street  
P.O. Box 30664  
Lansing, MI 48909  
(989) 619-1651

enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	DG690336648
<b>Licensee Name:</b>	Whitney Shelters
<b>Licensee Address:</b>	476 N. Estates Drive Gaylord, MI 49735
<b>Licensee Telephone #:</b>	(989) 350-1444
<b>Licensee:</b>	N/A
<b>Name of Facility:</b>	Shelters, Whitney
<b>Facility Address:</b>	476 N. Estates Drive Gaylord, MI 49735
<b>Facility Telephone #:</b>	(989) 350-1444
<b>Original Issuance Date:</b>	10/02/2012
<b>Capacity:</b>	14
<b>Age Range:</b>	Ages Birth Thru 17 years

## II. METHODS OF INSPECTION

Date of On-site Inspection(s): 03/29/2023

	No. of Records Reviewed	
No. of children enrolled in care	16	16
No. of assistant caregivers employed	1	1
No. of child care children present at time of inspection	13	
No. of other children present at time of inspection	2	
No. of assistant caregivers present at time of inspection	1	
Licensee present at time of inspection?	Yes	
Persons Interviewed:	Licensee	<input checked="" type="checkbox"/>
	Assistant Caregivers	<input checked="" type="checkbox"/>

Approved child use space: The approved child use space on the lower level of the home includes: the small play room, large play room, and bathroom. The approved child use space on the main level of the home includes: the kitchen and living room. Exiting information (including second floor and basement): There are two exits from the lower level of the home. The first exit is the door located in the large play room and provides egress to the front yard at ground level. The second exit is the stairs leading to the main level of the home. There are two exits from the main level of the home. The first exit is the back door located off the kitchen and provides egress to the bac yard. The second exit is the front door located in the itchen and provides egress to the front yard.

Approved variances -  No  Yes Description: R400.1910(1) The ratio of personnel to children present in the home at any time will be 1 personnel to 7 children.

Key Indicator Inspection: no

### Additional information:

- Pets? No  Yes  If yes, describe.  
There are four dogs, one cat and two guinea pigs in the home. All the dogs have supervised contact with the children in care
- 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.

- 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.

During the on-site inspection the programming I observed included the following: free play, hand washing, snack and craft activity. I observed the caregivers' interactions with the children in care to be developmentally appropriate and responsive to their needs.

During the inspection, the child care home was found to be in compliance with all applicable rules and statutes except for the following violations:

**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.**

The written emergency plans did not include crisis management plans.

**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.**

The written emergency plans did not include 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.

During the exit conference, I provided technical assistance and consultation on child information cards.

**IV. RECOMMENDATION**

I recommend issuance of a regular license to this child care group home (capacity 14).



03/30/2023

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Cheree Riley  
Licensing Consultant

Date