



STATE OF MICHIGAN
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
 LANSING

GRETCHEN WHITMER
 GOVERNOR

ORLENE HAWKS
 DIRECTOR

February 21, 2023

Gwen Ducharme
 7123 Sheridan Line
 Lexington, MI 48450

RE: License #: DG760093995
Gwen Ducharme
7123 Sheridan Line
Lexington, MI 48450

Dear Ms. Ducharme:

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 2/21/2023, I found *1 violation*. The violation is listed below and explained in the attached report:

R 400.1907(2) Child's Records.

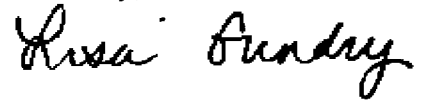
You gave us an acceptable written corrective action plan. We will send you a regular license in the mail.

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 (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 that reads "Lisa Gundry". The signature is written in a cursive style with a prominent loop at the end of the last name.

Lisa Gundry, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
PO Box 30664
Lansing, MI 48909-8164
(810) 931-1220

enclosure

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

I. IDENTIFYING INFORMATION

License #:	DG760093995
Licensee Name:	Gwen Ducharme
Licensee Address:	7123 Sheridan Line Lexington, MI 48450
Licensee Telephone #:	(810) 359-5425
Licensee:	N/A
Name of Facility:	Gwen Ducharme
Facility Address:	7123 Sheridan Line Lexington, MI 48450
Facility Telephone #:	(810) 359-5425
Original Issuance Date:	08/24/2000
Capacity:	12
Age Range:	Ages Birth Thru 14 years

II. METHODS OF INSPECTION

Date of On-site Inspection(s): 02/21/2023

		No. of Records Reviewed
No. of children enrolled in care	14	10
No. of assistant caregivers employed	1	1
No. of child care children present at time of inspection	2	
No. of other children present at time of inspection	1	
No. of assistant caregivers present at time of inspection	0	
Licensee present at time of inspection?	Yes	
Persons Interviewed:	Licensee <input checked="" type="checkbox"/>	
	Assistant Caregivers <input type="checkbox"/>	

Approved child use space: The main floor living room, bathroom, eat-in kitchen and nap room/bedroom

Exiting information (including second floor and basement): The main floor has 3 separate and remote exits

Approved variances - No Yes Description:

Key Indicator Inspection: No

Additional information:

- Pets? No Yes If yes, describe.
Ms. Ducharme has 1 small dog
- 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 inspection, the child care home was found to be in compliance with all applicable rules and statutes except for the following violations:

R 400.1907 Child's records.

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

At the time of the inspection, 6 of the 10 children's records I reviewed did not have record of the annual review required for child in care statement forms. Ms. Ducharme stated that she was unaware that this form required an annual review. I provided her with information on the rule and mailed her the latest version of the child in care statement form. She agreed to annually update this record and to use the new form, which prompts the provider to annually update the form.

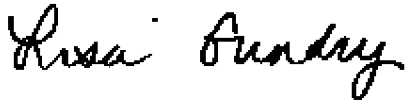
A corrective action plan was requested and approved on 02/21/2023. It is expected that the corrective action plan be implemented within the specified time frames as outlined in the approved plan. A follow-up evaluation may be made to verify compliance. Should the corrections not be implemented in the specified time, it may be necessary to reevaluate the status of your license.

At the time of the inspection, I provided Ms. Ducharme consultation and technical assistance on the following rules:

- Maintaining the records for child care staff members. I mailed her the latest checklist.
- Updating the child information cards. I mailed her new ones.
- Completing the 2023 Health and Safety Refresher Course.

IV. RECOMMENDATION

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



2/23/2023

Lisa Gundry
Licensing Consultant

Date