



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

SHELLY EDGERTON
DIRECTOR

August 2, 2018

Jennifer Rosebrugh
887 Gerald Miller Road
West Branch, MI 48661

RE: Lic./Reg. #: DG650389040
Investigation #: **2018D0687008**
Rosebrugh, Jennifer

Dear Ms. Rosebrugh:

Attached is the Special Investigation Report for the above referenced facility. Due to the violations identified in the report, a written corrective action plan is required. The corrective action plan is due 15 days from the date of this letter and 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.
- Indicate how continuing compliance will be maintained once compliance is achieved.
- Be signed and dated.

A six-month provisional license is recommended. If you do not contest the issuance of a provisional license, you must indicate so in writing; this may be included in your corrective action plan or in a separate document. If you contest the issuance of a provisional license, you must notify this office in writing and an administrative hearing will be scheduled. Even if you contest the issuance of a provisional license, you must still submit an acceptable corrective action plan.

If you desire technical assistance in addressing these issues, please feel free to contact me. In any event, the corrective action plan is due within 15 days.

Please review the enclosed documentation for accuracy and 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 (989) 732-8062.

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 that reads "Chere Crudo".

Cheree Crudo, Licensing Consultant
Bureau of Community and Health Systems
931 S Otsego Ave., Suite 3
Gaylord, MI 49735
(989) 619-1651

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF COMMUNITY AND HEALTH SYSTEMS
SPECIAL INVESTIGATION REPORT**

I. IDENTIFYING INFORMATION

License/Registration #:	DG650389040
Investigation #:	2018D0687008
Complaint Receipt Date:	07/03/2018
Investigation Initiation Date:	07/06/2018
Report Due Date:	09/01/2018
Licensee Name:	Jennifer Rosebrugh
Licensee Address:	887 Gerald Miller Road West Branch, MI 48661
Licensee Telephone #:	(989) 965-0490
Administrator:	N/A
Licensee Designee:	N/A
Name of Facility:	Rosebrugh, Jennifer
Facility Address:	887 Gerald Miller Road West Branch, MI 48661
Facility Telephone #:	(989) 965-0490
Original Issuance Date:	10/26/2017
License/Registration Status:	REGULAR
Effective Date:	04/26/2018
Expiration Date:	04/25/2020
Capacity:	12
Program Type:	CHILD CARE GROUP HOME (CAPACITY 7-12)

II. ALLEGATION(S)

	Violation Established?
Jennifer Rosebrugh has approximately 15 children at one time in her child care home.	Yes
Jennifer Rosebrugh does not provide appropriate supervision to the children. The children are sometimes outside unsupervised.	No
Additional Findings	Yes

III. METHODOLOGY

07/03/2018	Special Investigation Intake 2018D0687008
07/06/2018	Special Investigation Initiated - On Site On-site 10:45 am - 11:35 am. Interview with licensee Jennifer Rosebrugh, assistant caregiver Sandra Barber and MHM1. Received child information cards, assistant caregiver records and attendance dated 05/27/2018- 06/23/2018.
07/06/2018	Contact - Telephone call made Spoke with licensee and requested attendance records and child information cards.
07/06/2018	Contact - Document Received Text received with child information card.
07/09/2018	Contact - Document Sent email sent with assistant caregiver requirements.
07/09/2018	Contact - Document Received Text Received with attendance records.
07/11/2018	Contact - Document Received Text received with attendance records and medical clearance for Sandra Barber.
07/19/2018	Contact - Document Received Text received with DHHS clearance for Sandra Barber.
07/23/2018	Contact - Document Received Text message from licensee re: phone numbers for parents.
07/23/2018	Contact - Telephone call made

	Left message for Child A and B's mother.
07/23/2018	Contact - Telephone call made Left message for Child E and F's mother.
07/23/2018	Contact - Telephone call made Interview with Child G, H and I's mother.
07/23/2018	Contact - Telephone call made Called Child C and D's father. Voicemail not set up.
07/25/2018	Contact - Telephone call made Left message for Child A and B's mother.
07/25/2018	Contact - Telephone call made Left message for Child E and F's mother.
07/25/2018	Contact - Telephone call made Called Child C and D's father. Voicemail not set up.
07/27/2018	Contact - Telephone call made Interview with Child E and F's mother.
08/01/2018	Exit Conference via telephone – Ms. Rosebrugh

ALLEGATION: Jennifer Rosebrugh has approximately 15 children at one time in her child care home. Jennifer Rosebrugh does not provide appropriate supervision to the children. The children are sometimes outside unsupervised.

INVESTIGATION: On 07/06/2018 I completed an on-site inspection at the Rosebrugh group child care home. I observed licensee Jennifer Rosebrugh, assistant caregiver Sandra Barber and Minor Household Member (MHM)1 (female, 15 years) present with 12 unrelated children and MHM2 (female, 5 years). I observed five of the children playing in the backyard, supervised by MHM1. I observed eight children inside the home, supervised by Ms. Rosebrugh and Ms. Barber.

I interviewed Ms. Rosebrugh. She has 14 children enrolled currently. She has no daily attendance. She gives parents the Department of Health and Human Services (DHHS) billing sheets weekly and they return them completed. MHM3 (female, 6 years) is not here this week. MHM1 is always present at the group child care home to keep an eye on MHM2 and MHM3. MHM1 also supervises child care children

outside. She is pretty sure that she never has more than 12 unrelated children, plus her own three children. Ms. Barber works 7:00 am to 5:30 pm daily.

I interviewed MHM1. She usually watches child care children outside because they can't be outside by themselves. She does this twice daily. There are usually five or six children with her outside and they are usually outside for about one hour at a time. She is never left alone at the child care home with children. She has never observed more than 12 unrelated children in care at the child care home. She is also responsible for watching her sisters, MHM2 and MHM3, daily. They usually play in the bedroom or the living room.

I interviewed Ms. Barber. She has worked at the group child care home for less than one year. She usually works 8:00 am to 5:30 pm daily. There are usually 10-12 children present at the child care home daily, but never more than 12 children. She is never left alone with the children; Ms. Rosebrugh is always present. Someone is always outside with the children during outdoor play. MHM1 supervises some of the children during outdoor play. Periodically she takes the little children outside to play.

I requested attendance records for 05/27/2018 through 07/06/2018. Ms. Rosebrugh provided the records she has available, 05/27/2018 through 06/23/2018. I also requested child information cards for the 19 children enrolled during May 2018 through July 2018. Ms. Rosebrugh was only able to provide child information cards for 10 enrolled children.

On 07/06/2018 I contacted Ms. Rosebrugh via telephone. I requested the nine missing child information cards. I requested missing attendance records for Child A (female, 3 years, 6 months), Child B (male, 6 years), Child E (male, 1 year, 9 months) and Child F (male, 2 years, 10 months).

I interviewed Ms. Rosebrugh. She does not have the missing child information cards on file. She has no attendance for these children. Child A and B attended Monday through Friday 7:30 am – 5:30 pm and their last day was on 06/28/2018. Child E and F started on 06/18/2018 and attend Monday through Friday 8:00 am – 5:15 pm. She has been over capacity some days and felt guilty after the on-site inspection. She let six children go today; Child G (male, 4 years), Child H (male, 2 years), Child I (male, 6 years), Child J (male, 8 years), Child K (male, 3 years) and Child L (male, 5 years). Today was their last day. She now has 12 unrelated children enrolled.

On 07/09/2018 I received the attendance records dated 06/24/2018 through 07/07/2018. I received a text from Ms. Rosebrugh stating that she did not have attendance for Child G, Child H and Child I for this time period. They were present Monday through Friday 8:30 am through 5:30pm, except 07/04/2018.

I reviewed the attendance records dated 05/27/2018 through 07/07/2018 and the statements from Ms. Rosebrugh regarding attendance. The 19 unrelated children in

care ranged in age from one year, eight months to eight years of age. Ms. Rosebrugh was over capacity on the following dates:

05/28/2018 13 unrelated children from 3:30 pm through 4:00 pm

05/29/2018 13 unrelated children from 3:30 pm through 4:00 pm

05/30/2018 13 unrelated children from 3:30 pm through 4:00 pm

05/31/2018 13 unrelated children from 3:30 pm through 4:00 pm

06/01/2018 13 unrelated children from 8:00 am through 8:30 am; 17 unrelated children from 3:30 pm through 4:00 pm; 16 unrelated children from 4:00 pm through 4:30 pm; 14 unrelated children from 4:30 pm through 5:00 pm

06/08/2018 14 unrelated children from 3:30 pm through 4:00 pm; 13 unrelated children from 4:00 pm through 4:30 pm

06/11/2018 13 unrelated children from 3:30 pm through 4:00 pm

06/12/2018 13 unrelated children from 3:30 pm through 4:00 pm

06/13/2018 13 unrelated children from 3:30 pm through 4:00 pm

06/14/2018 13 unrelated children from 3:30 pm through 4:00 pm

06/15/2018 13 unrelated children from 8:00 am through 8:30 am; 14 unrelated children 3:30 pm through 4:00 pm; 13 unrelated children from 4:00 pm through 4:30 pm.

06/18/2018 14 unrelated children from 3:30 pm trough 4:30 pm

06/19/2018 14 unrelated children from 3:30 pm trough 4:30 pm

06/20/2018 14 unrelated children from 3:30 pm trough 4:30 pm

06/21/2018 14 unrelated children from 3:30 pm trough 4:30 pm

06/22/2018 13 unrelated children from 10:00 am through 3:30 pm; 16 unrelated children from 3:30 pm through 4:00 pm; 15 unrelated children from 4:00 pm through 4:30 pm; 13 unrelated children from 4:30 pm through 5:00 pm

06/25/2018 14 unrelated children from 10:00 am – 4:30 pm

06/26/2018 15 unrelated children from 10:00 am through 4:00 pm; 14 unrelated children from 4:00 pm through 4:30 pm.

06/27/2018 15 unrelated children from 10:00 am through 4:00 pm; 14 unrelated children from 4:00 pm through 4:30 pm.

06/28/2018 15 unrelated children from 10:00 am through 4:00 pm; 14 unrelated children from 4:00 pm through 4:30 pm.

06/29/2018 14 unrelated children from 10:00 am through 4:00 pm; 13 unrelated children from 4:00 pm through 5:00 pm.

07/02/2018 13 unrelated children from 10:00 am through 4:00 pm

07/03/2018 13 unrelated children from 10:00 am through 4:00 pm

07/05/2018 13 unrelated children from 10:00 am through 4:00 pm

On 07/23/2018 I requested the phone numbers for Child G, H and I's mother. Ms. Rosebrugh texted the phone number to me. I requested the phone number for Child C and D's father. Ms. Rosebrugh texted the phone number to me. I requested the phone number for Child J, K and L's mother. Ms. Rosebrugh texted that she only spoke with their mother via Facebook and does not have a phone number for her.

On 07/23/2018 and 07/25/2018 I left a message for Child A and B's mother. As of the date of this report a return phone call has not been received

On 07/23/2018 I interviewed Child G, H and I's mother via telephone. Child G, Child H, and Child I began child care with Ms. Rosebrugh on 03/26/2018 and it ended on 07/06/2018 because Ms. Rosebrugh said she did not have room for them. During the summer Child G, Child H and Child I attended child care Monday through Friday 7:30 am through 5:30 pm. It never seemed like there were more than 12 children present at the child care home. She never observed children outside unsupervised. She had no issues or concerns with the care her children received with Ms. Rosebrugh.

On 07/23/2018 and 07/25/2018 I attempted to contact Child C and Child D's father via telephone. His voicemail was not set up.

On 07/27/2018 I interviewed Child E and F's mother via telephone. Child E and Child F have been attending child care with Ms. Rosebrugh for just over one month. They attend Monday through Friday 8:00 am to 5:00 pm. There are usually two or three other children present when she is dropping off and picking up Child E and Child F. She has never observed the children outside unsupervised. She has no concerns with the care her children receive. Child E and Child F are really happy at the Rosebrugh group child care home.

APPLICABLE RULE	
R 400.1907	Children's records.
	(1) Prior to initial attendance, the caregiver 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.
ANALYSIS:	Ms. Rosebrugh failed to have a completed child information card on file for nine of the 19 children enrolled May through July 2018.
CONCLUSION:	REPEAT VIOLATION ESTABLISHED LSR Dated 04/27/2018 Corrective Action Plan Dated 04/25/2018

APPLICABLE RULE	
R 400.1907	Children's records.
	(3) Dated daily attendance records of children in care shall be maintained and shall include the child's first and last name and the time of arrival and departure.
ANALYSIS:	Ms. Rosebrugh failed to maintain dated daily attendance records for Child A, Child B, Child E, and Child F. On 07/06/2018 there were no attendance records for the 12 unrelated children I observed in care.
CONCLUSION:	VIOLATION ESTABLISHED

APPLICABLE RULE	
R 400.1908	Capacity.
	(2) The group child care licensee shall assure that the actual number of unrelated children in care at any 1 time does not exceed the number of children for which the home is licensed, not to exceed a total of 12.

ANALYSIS:	Ms. Rosebrugh failed to assure that the actual number of unrelated children in care at any 1 time does not exceed the number of children for which the home is licensed when she exceeded 12 unrelated children in care on the following dates: 05/28/2018, 05/29/2018, 05/30/2018, 05/31/2018, 06/01/2018, 06/08/2018, 06/11/2018, 06/12/2018, 06/13/2018, 06/14/2018, 06/15/2018, 06/18/2018, 06/19/2018, 06/20/2018, 06/21/2018, 06/22/2018, 06/25/2018, 06/26/2018, 06/27/2018, 06/28/2018, 06/29/2018, 07/02/2018, 07/3/2018 and 07/05/2018.
CONCLUSION:	VIOLATION ESTABLISHED

APPLICABLE RULE	
R 400.1911	Supervision.
	(1) The caregiver shall assure appropriate care and supervision of children at all times.
ANALYSIS:	There was insufficient evidence to determine that the child care children are outside unsupervised. None of the parents I interviewed had ever observed child care children outside unsupervised.
CONCLUSION:	VIOLATION NOT ESTABLISHED

ADDITIONAL FINDINGS:

INVESTIGATION: On 07/06/2018 I reviewed the assistant caregiver records for Ms. Barber and MHM1.

MHM1 started work in June 2018 and only had a Tb test on file.

Ms. Barber has been employed for six months and had the following documents on file: verification of CPR/First Aid, Tb test, assistant caregiver certifications and an ichat.

On 07/11/2018 Ms. Rosebrugh texted a copy of a medical clearance for Ms. Barber dated 07/11/2018.

On 07/19/2018 Ms. Rosebrugh texted a copy of a DHHS clearance for Ms. Barber dated 07/11/2018.

APPLICABLE RULE	
R 400.1904	Assistant caregivers.
	(1) An assistant caregiver shall meet all of the following requirements: (c) Have proof of valid infant/child/adult CPR, first aid, and blood-borne pathogen training within 90 days of hire.
ANALYSIS:	Ms. Rosebrugh did not assure that assistant caregivers have proof of blood-borne pathogen training within 90 days of hire. On 07/06/2018 there was no proof of blood-borne pathogen training on file for assistant caregiver Sandra Barber.
CONCLUSION:	VIOLATION ESTABLISHED

APPLICABLE RULE	
R 400.1905	Training.
	(3) The caregiver shall assure that assistant caregivers have training that includes information regarding safe sleep practices (sudden infant death syndrome) and shaken baby syndrome prior to caring for children.
ANALYSIS:	Ms. Rosebrugh did not assure that assistant caregivers have training that includes information regarding safe sleep practices (sudden infant death syndrome) and shaken baby syndrome prior to caring for children. On 07/06/2018 there was no verification of training regarding safe sleep practices and shaken baby syndrome for assistant caregivers Sandra Barber and MHM1.
CONCLUSION:	VIOLATION ESTABLISHED

APPLICABLE RULE	
R 400.1906	Records of caregiving staff and child care home family; record maintenance.
	(1) The caregiver shall maintain a file for the caregiver and each assistant caregiver including all of the following: (b) A statement signed by a licensed physician or his or her designee and which attests to the individual's mental and physical health. (ii) For the assistant caregivers, within 1 year prior to caring for children and at the time of subsequent renewals.

ANALYSIS:	Ms. Rosebrugh did not assure that each assistant caregiver had a statement signed by a licensed physician on file prior to caring for children. On 07/06/2018 there was no statement signed by a licensed physician for assistant caregivers Sandra Barber and MHM1.
CONCLUSION:	REPEAT VIOLATION ESTABLISHED LSR Dated 04/27/2018 Corrective Action Plan Dated 04/25/2018

APPLICABLE RULE	
R 400.1906	Records of caregiving staff and child care home family; record maintenance.
	(1) The caregiver shall maintain a file for the caregiver and each assistant caregiver including all of the following: (e) A statement signed by each assistant caregiver that he or she has not been convicted of either of the following: (i) Child abuse or child neglect. (ii) A felony involving harm or threatened harm to an individual within the 10 years immediately preceding the date of hire.
ANALYSIS:	Ms. Rosebrugh did not assure that each assistant caregiver had a signed statement on file regarding convictions related to child abuse and neglect and felonies involving harm or threatened harm. On 07/06/2018 MHM1 did not have a signed statement on file or fingerprints completed.
CONCLUSION:	VIOLATION ESTABLISHED

APPLICABLE RULE	
R 400.1906	Records of caregiving staff and child care home family; record maintenance.
	(1) The caregiver shall maintain a file for the caregiver and each assistant caregiver including all of the following: (f) Documentation from the department of human services that the assistant caregiver has not been involved in substantiated child abuse or neglect.

ANALYSIS:	Ms. Rosebrugh did not assure that each assistant caregiver had documentation from the department of human services (DHHS) that the assistant caregiver has not been involved in substantiated child abuse or neglect. On 07/06/2018 assistant caregiver Sandra Barber and MHM1 did not have documentation from DHHS on file or extended background checks completed.
CONCLUSION:	REPEAT VIOLATION ESTABLISHED LSR Dated 04/27/2018 Corrective Action Plan Dated 04/25/2018

APPLICABLE RULE	
R 400.1906	Records of caregiving staff and child care home family; record maintenance.
	<p>(1) The caregiver shall maintain a file for the caregiver and each assistant caregiver including all of the following:</p> <p>(g) A written statement signed and dated by the assistant caregiver at the time of hiring indicating all of the following information:</p> <p>(i) The individual is aware that abuse and neglect of children is unlawful.</p> <p>(ii) The individual knows that he or she is mandated by law to report child abuse and neglect.</p> <p>(iii) The individual has received a copy of the discipline policy.</p>
ANALYSIS:	Ms. Rosebrugh did not assure that each assistant caregiver has a written signed statement on file regarding abuse and neglect and the discipline policy at the time of hire. On 07/06/2018 there was no statement on file for assistant caregiver MHM1.
CONCLUSION:	VIOLATION ESTABLISHED

IV. RECOMMENDATION

I recommend modification of the current status of the license to provisional with increased monitoring.

Chere Crudo

August 2, 2018

Cheree Crudo
Licensing Consultant

Date

Approved By:

Rose A. Rafferty-Aguirre

August 2, 2018

Rose A. Rafferty-Aguirre
Area Manager

Date