

**NOTIFICATION OF CHANGES IN STATUS – Family and Group Child Care Homes
Required by R400.1903(1)(h) and the Child Care Organizations Act (1973 PA 116)**

Michigan Department of Licensing and Regulatory Affairs
Bureau of Community and Health Systems

LICENSEE

LICENSING CONSULTANT

Licensee Name		FACILITY TYPE:		Licensing Consultant
License Number	Provider Phone Number ()	<input type="checkbox"/> Family Child Care Home		
Address		County	<input type="checkbox"/> Group Child Care Home	
City	State	Zip Code		

The licensee must notify child care licensing of all of the following within 7 business days of the change/occurrence:

CHANGES IN HOUSEHOLD COMPOSITION

Persons Moving In* or Out of the Home (attach additional sheets if needed)					
First Name	Middle Initial	Last Name	Date of Birth	Moved: <input type="checkbox"/> In <input type="checkbox"/> Out	Relationship to Caregiver
First Name	Middle Initial	Last Name	Date of Birth	Moved: <input type="checkbox"/> In <input type="checkbox"/> Out	
First Name	Middle Initial	Last Name	Date of Birth	Moved: <input type="checkbox"/> In <input type="checkbox"/> Out	
First Name	Middle Initial	Last Name	Date of Birth	Moved: <input type="checkbox"/> In <input type="checkbox"/> Out	

***All persons moving in must complete a BCHS-001 form and a comprehensive background check PRIOR to moving into the home.**

ANY OF THE FOLLOWING HAS OCCURRED FOR ANY HOUSEHOLD MEMBER (including the provider)

First Name	Middle Initial	Last Name	Date of Birth		
<input type="checkbox"/> Arrest <input type="checkbox"/> Arraignment	Details of the Arrest and/or Arraignment				
	Status of the Charge				
<input type="checkbox"/> Conviction	Convicted of the Following Crimes			Date of Conviction	
<input type="checkbox"/> Court Supervised Parole or Probation	On Parole or Probation for the Following Convictions	Parole/Probation Begin Date	Parole/Probation End Date		
<input type="checkbox"/> Admitted to or Released from Correctional Facility	Admitted for the Following Convictions	Date Admitted	Expected Release Date		
	Served Time for the Following Convictions		Release Date		
<input type="checkbox"/> Admitted to or Released from Hospital, Institution, or Facility for the Treatment of the Following Problems*: <input type="checkbox"/> Emotional <input type="checkbox"/> Mental <input type="checkbox"/> Substance Abuse	Admitted for the Following Problems	Date Admitted	Release Date	Date Statement of Fitness Provided	
<input type="checkbox"/> Involvement in Substantiated Child Abuse or Neglect	Date Substantiated				

Child care home licensees must provide notice to the department within 3 business days of an arraignment or conviction for the crimes listed below. All crimes referenced on this form are also found in [MCL 722.115r](#).

Child care home licensees must provide notice within 3 business days of after they know or should reasonably know that a member of the household has been arraigned or convicted of a crime listed below.

Child care home employees and unsupervised volunteers of child care centers must provide notice to the child care center within 3 business days after an arraignment or conviction for any of the crimes listed below; the licensee must then report to the department within 3 business days of being notified by the employee.

Failure to report an arraignment or conviction is a crime as detailed in [MCL 722.115e\(5\)\(a\) and \(b\)](#).

First Name	Middle Initial	Last Name	Date of Birth
Felony:			
<input type="checkbox"/>	Murder or homicide		
<input type="checkbox"/>	Child abuse or child neglect		
<input type="checkbox"/>	Crime against a minor child, including, but not limited to, child pornography		
<input type="checkbox"/>	Spousal abuse or domestic violence		
<input type="checkbox"/>	A crime involving rape or sexual assault		
<input type="checkbox"/>	Kidnapping		
<input type="checkbox"/>	Arson		
<input type="checkbox"/>	Physical assault or battery		
<input type="checkbox"/>	Human trafficking or involuntary servitude		
Any felony (including felony attempt, or felony conspiracy to commit or any other state/federal equivalent):			
<input type="checkbox"/>	Involving harm or threatened harm to an individual		
<input type="checkbox"/>	Involving the use of a firearm or dangerous weapon		
<input type="checkbox"/>	Involving cruelty or torture of any person.		
<input type="checkbox"/>	Involving a substantial misrepresentation of any material fact, bribery, fraud, larceny, embezzlement, theft, home invasion, breaking and entering, receiving and concealing stolen property or a crime of similar statute		
<input type="checkbox"/>	Involving operating a motor vehicle while intoxicated or impaired causing serious injury or death		
<input type="checkbox"/>	Involving the use of a computer or the internet to commit a crime		
<input type="checkbox"/>	Involving cruelty to animals, including, but not limited to, fighting, killing, torturing, and abandoning		
<input type="checkbox"/>	Habitual offender		
<input type="checkbox"/>	Drug offense		
Details of the Arraignment/Conviction:			
Date of Arraignment/Conviction		Status of the Arraignment/Conviction	
Misdemeanor against a child:			
<input type="checkbox"/>	Child abuse		
<input type="checkbox"/>	Child endangerment		
<input type="checkbox"/>	Sexual assault		
<input type="checkbox"/>	Other violent misdemeanor against a child		
<input type="checkbox"/>	Child pornography		
Any misdemeanor (including misdemeanor attempt, or misdemeanor conspiracy to commit or any other state/federal equivalent):			
<input type="checkbox"/>	Involving operating under the presence of a controlled substance, use or possession of a controlled substance, selling or furnishing a controlled substance to a minor.		

<input type="checkbox"/>	Involving the use of computers to commit a crime, a substantial misrepresentation of a material fact, embezzlement, breaking and entering, or any other fraudulent crime (except retail fraud in the 3 rd degree, petty theft, or shoplifting)
<input type="checkbox"/>	Involving stalking, assault, spousal abuse, domestic violence, weapons offense, harboring runaways, aiding and abetting, or arson.
Details of the Arraignment/Conviction:	
Date of Arraignment/Conviction	Status of the Arraignment/Conviction

<p>AUTHORITY: 1973 PA 116 Penalty for not providing notice: Misdemeanor/felony and/or fines</p>	<p>LARA is an equal opportunity employer/program.</p>
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