



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIVISION OF CHILD WELFARE LICENSING

ELIZABETH HERTEL  
DIRECTOR

May 25, 2022

Chelsea Hill  
Bethany Christian Services Inc  
901 Eastern Avenue NE  
Grand Rapids, MI 49503

RE: License #: CB280235713  
Investigation #: 2022C0106008  
Bethany Christian Services-Traverse City

Dear Ms. Hill:

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.
- How continuing compliance will be maintained once compliance is achieved.
- The signature of the responsible party and a date.

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. Failure to submit an acceptable corrective action plan will result in disciplinary action.

Please note that violations of any licensing rules are also violations of the MISEP and your contract.

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) 758-2717.

Sincerely,

A handwritten signature in black ink that reads "Mark Hunter". The signature is written in a cursive, slightly slanted style.

Mark R. Hunter, Licensing Consultant  
MDHHS\Division of Child Welfare Licensing  
411 Genesee  
P.O. Box 5070  
Saginaw, MI 48605  
(989) 395-2847

enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	CB280235713
<b>Investigation #:</b>	2022C0106008
<b>Complaint Receipt Date:</b>	05/20/2022
<b>Investigation Initiation Date:</b>	05/23/2022
<b>Report Due Date:</b>	07/19/2022
<b>Licensee Name:</b>	Bethany Christian Services Inc
<b>Licensee Address:</b>	901 Eastern Avenue NE Grand Rapids, MI 49503
<b>Licensee Telephone #:</b>	(616) 224-7610
<b>Administrator:</b>	George Tyndall, Designee
<b>Licensee Designee:</b>	George Tyndall, Designee
<b>Name of Facility:</b>	Bethany Christian Services-Traverse City
<b>Facility Address:</b>	1055 Carriage Hill Drive Traverse City, MI 49686
<b>Facility Telephone #:</b>	(231) 995-0870
<b>Original Issuance Date:</b>	04/11/2002
<b>License Status:</b>	REGULAR
<b>Effective Date:</b>	10/11/2020
<b>Expiration Date:</b>	10/10/2022
<b>Capacity:</b>	Unknown
<b>Program Type:</b>	CHILD PLACING AGENCY, PRIVATE

## II. ALLEGATION(S)

	Violation Established?
Facility has not submitted adoption records to MDHHS for permanent retention one year following the final order of adoption as required.	Yes

## III. METHODOLOGY

05/20/2022	Special Investigation Intake 2022C0106008
05/23/2022	Contact - Document Sent Sent email information request to complainant.
05/23/2022	Special Investigation Initiated - Telephone Telephone contact with Administrator 1. Left Message.
05/23/2022	Contact - Document Received Received requested information from Complainant.
05/24/2022	Inspection Completed On-site Interviewed Administrator 1 at the agency.
05/24/2022	Inspection Completed-BCAL Sub. Compliance
05/24/2022	Exit Conference Preliminary exit conference with Administrator 1

**ALLEGATION:** Facility has not submitted adoption records to MDHHS for permanent retention one year following the final order of adoption as required.

### INVESTIGATION:

The complainant reported the agency had not submitted the adoption records to the Michigan Department of Social Services within 1 year of the adoption finalization as required.

I requested documentation from Complainant on 05/23/2022 to identify what adoption records have not been submitted. The information was received from Complainant on 05/23/2022. The information received indicated there were two adoption records from

this agency that had not been submitted as required. The identified dates of adoption for these two cases were 10/06/2020 and 11/06/2020 respectively.

I left a voice mail message for Administrator 1 on 05/23/2022 regarding the initiation of the special investigation. I interviewed Administrator 1 at the agency on 05/24/2022. Administrator 1 acknowledged the agency had not submitted the adoption records within the time frame required. Administrator 1 reported the agency is currently initiating a new tracking system to establish and maintain compliance. Administrator 1 provided documentation the two records associated with this investigation were received by MDHHS on 04/18/2022.

<b>APPLICABLE RULE</b>	
<b>R 400.12713</b>	<b>Adoption placement record.</b>
	<b>(5) The Michigan department of human services must permanently retain all adoption records for children adopted from Michigan's child welfare system. The adoption agency must forward any adoption records for children adopted from the Michigan child welfare system to the department one year after finalization of the adoption. The adoption agency may not retain the original copies or any other copies of the adoption records.</b>
<b>ANALYSIS:</b>	The findings of this investigation determined the agency had not submitted two adoption records to MDHHS within the 1-year time period required by this rule. The agency is in the process of implementing a new tracking system to establish and maintain compliance with this rule.
<b>CONCLUSION:</b>	<b>VIOLATION ESTABLISHED</b>

#### **IV. RECOMMENDATION**

I recommend with the submission and acceptance of an approved corrective action plan the current license status of this child placing agency-private be maintained.

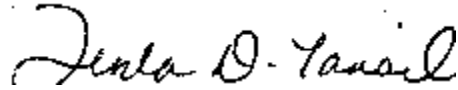
*Mark Hunter*

05/25/2022

Mark R. Hunter  
Licensing Consultant

Date

Approved By:

 May 27, 2022

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Linda D. Tansil  
Area Manager

Date