



STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

GRETCHEN WHITMER
GOVERNOR

ORLENE HAWKS
DIRECTOR

May 31, 2023

Shannon Saxton-Murphy
St. Mary's Visitation School
2455 146th Av
Byron Center, MI 49315

RE: License #: DC030018856
St. Mary's Visitation Preschool
St Marys Visitation
2455 146th Ave
Byron Center, MI 49315

Dear Ms. Saxton-Murphy:

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 5/9/2023, I found 13 violations. The violations are listed below and explained in the attached report:

- R 400.8112(1)(c) Comprehensive background check; fingerprinting.
- R 400.8112(2)(b) Comprehensive background check; fingerprinting.
- R 400.8112(2)(e) Comprehensive background check; fingerprinting.
- R 400.8125(5) Staff; volunteer; requirements.
- R 400.8128 Staff; volunteer; tuberculosis.
- R 400.8131(3) Professional development requirements.
- R 400.8131(4) Professional development requirements.
- R 400.8131(5) Professional development requirements.
- R 400.8131(6) Professional development requirements.
- R 400.8131(10) Professional development requirements.
- R 400.8131(12) Professional development requirements.
- R 400.8143(3) Children's records.
- R 400.8143(6)(c) Children's records.

Due to the violations, you must send us a corrective action plan by 7/5/2023. You can use our corrective action plan form or create your own.

If you need help writing the corrective action plan, please contact me. If you do not send a corrective action plan, you may face disciplinary action. The corrective action plan 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.

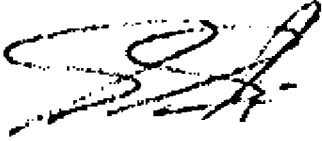
I recommend issuance of a second provisional license. If you accept the provisional license, you must sign and return the enclosed waiver form. If you do not accept the provisional license, you must notify this office in writing and an administrative hearing will be scheduled. Even if you don't accept the provisional license, you must still send us an acceptable corrective action plan.

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 (616) 356-0183.

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, appearing to read 'S. Shankin', with a stylized flourish at the end.

Sean Shankin, Licensing Consultant
Bureau of Community and Health Systems
Unit 13, 7th Floor
350 Ottawa, N.W.
Grand Rapids, MI 49503

enclosure

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

I. IDENTIFYING INFORMATION

License #: DC030018856

Licensee Name: St. Mary's Visitation School

Licensee Address: 2455 146th Ave
Byron Center, MI 49315

Licensee Telephone #: (686) 681-9607

Licensee/Designee: Shannon Saxton-Murphy, Designee

Name of Facility: St. Mary's Visitation Preschool

Facility Address: St Marys Visitation
2455 146th Ave
Byron Center, MI 49315

Facility Telephone #: (616) 681-9607

Original Issuance Date: 6/13/1985

Capacity: 16

Age Range: Ages 2 years 6 months Thru 12 years

Program Components: PRESCHOOL
BEFORE/AFTER SCHOOL

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 05/25/2023
 Date of Environmental Health Inspection: 10/06/2022
 Date of Fire Safety Inspection: Signed Statement
 Date of Lead Hazard Risk Assessment, if applicable: NA- building constructed 1983
 Date of Documentation of Playground Compliance, if applicable: A playground inspection was conducted by Tim Harvey of Midwest Playground Inspection. The inspection report was not dated.

		No. of Records Reviewed
No. of children enrolled in care		22
No. of staff employed		3
No. of volunteers		0
No. of children present at time of inspection	14 (AM); 9 (PM)	22
No. of staff present at time of inspection		3
No. of volunteers present at time of inspection		0
No. of children interviewed/observed		0

Persons Interviewed: Licensee/Licensee Designee
 Program Director
 Caregiving staff

Approved Child Use Space: The preschool room, library, and the gymnasium/cafeteria are approved for child use space.
 Approved Program Director: Ms. Deeanne Sundstrom
 Approved Central Administrator: Ms. Shannon Saxton-Murphy
 Approved Variances: None
 Key Indicator Inspection: No

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

This renewal inspection involved a review of all applicable child care center 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 center’s records, including staff records and children’s records. Staff records include background checks and training information. Children’s records include child information cards, physical examination dates, and immunizations.

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

R 400.8112	Comprehensive background check; fingerprinting.
	<p>(1) Pursuant to section 5n of the act, MCL 722.115n, before an individual has unsupervised contact with children, the department shall determine the individual's eligibility to be any of the following:</p> <p>(c) A child care staff member.</p>
<p>Two child care staff members (CCSMs) were not determined eligible through the Michigan Child Care Background Check (CCBC) system prior to having unsupervised contact with the child care children.</p> <p style="text-align: center;">Repeat Violation Established LSR dated 9/29/2022 CAP dated 11/07/2022</p>	
R 400.8112	Comprehensive background check; fingerprinting.
	<p>(2) An applicant or licensee shall do all of the following:</p> <p>(b) Maintain a copy of the completed and signed form or forms for each individual entered into the child care background check system under the license.</p>
<p>Two CCSMs did not have a copy of their completed paperwork for the CCBC on file.</p> <p style="text-align: center;">Repeat Violation Established LSR dated 9/29/2022 CAP dated 11/07/2022</p>	
R 400.8112	Comprehensive background check; fingerprinting.
	<p>(2) An applicant or licensee shall do all of the following:</p> <p>(e) Within the department's child care background check system, accurately complete and maintain the connection, disconnection, or withdrawn status of each individual associated with the license.</p>

<p>The connection status on the CCBC did not accurately reflect the current number of CCSMs working unsupervised with the preschool children.</p> <p style="text-align: center;">Repeat Violation Established LSR dated 9/29/2022 CAP dated 11/07/2022</p>	
R 400.8125	Staff; volunteer; requirements.
	<p>(5) A written statement must be signed and dated by staff and volunteers at the time of hiring or before volunteering indicating all of the following information:</p> <p style="padding-left: 40px;">(a) The individual is aware that abuse and neglect of children is against the law.</p> <p style="padding-left: 40px;">(b) The individual has been informed of the center's policies on child abuse and neglect.</p> <p style="padding-left: 40px;">(c) The individual knows that all staff and volunteers are required by law to immediately report suspected abuse and neglect to children's protective services.</p>
<p>Three of three CCSMs did not have a signed statement on file indicating they are aware abuse and neglect are unlawful; that they have been informed of the center's policies on abuse and neglect; or that they are required by law to immediately report suspected abuse and neglect to children's protective services.</p> <p style="text-align: center;">Repeat Violation Established LSR dated 9/29/2022 CAP dated 11/07/2022</p>	
R 400.8128	Staff; volunteer; tuberculosis.
	<p>A center shall keep on file at the center evidence to verify that each child care staff member and each volunteer who has contact with children at least 4 hours perweek for more than 2 consecutive weeks is free from communicable tuberculosis (TB). Verification of TB status is required within 1 year before employment or volunteering.</p>

<p>One CCSM did not have verification of freedom from communicable Tuberculosis on file.</p> <p style="text-align: center;">Repeat Violation Established LSR dated 9/29/2022 CAP dated 11/07/2022</p>	
R 400.8131	Professional development requirements.
	(10) All child care staff members who work directly with children are required to be trained in first aid and pediatric, child, and adult cardiopulmonary resuscitation (CPR) within 90 days of being hired. Prior to issuing a license to operate a child care center, and prior to the renewal of a license, the department shall verify that at least 50% of the child care staff members who work directly with children are currently certified in first aid and pediatric, child, and adult CPR. Each of these child care staff member's first aid and CPR certificates must be valid and retained on file in the center.
<p>Three of CCSMs files did not contain verification of completion of CPR or First Aid training.</p> <p style="text-align: center;">Repeat Violation Established LSR dated 9/29/2022 CAP dated 11/07/2022</p>	
R 400.8131	Professional development requirements.
	(12) When the department of licensing and regulatory affairs or the department of education publishes a notice that a new health and safety update document or a new health and safety update training activity has been published on MiRegistry, the licensee shall ensure that all personnel read and acknowledge the document or complete the activity within 6 month of the notice.
<p>One CCSM did not complete the 2021 or 2022 Health and Safety Refresher Trainings. The refresher trainings published to the MiRegistry are to be completed within six months of the notice of publication.</p> <p style="text-align: center;">Repeat Violation Established LSR dated 10/26/2021 CAP dated 10/26/2021</p>	
R 400.8131	Professional development requirements.
	(3) Before caring for children, all child care staff members and unsupervised volunteers who work directly with children shall be

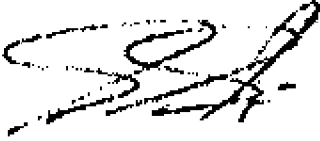
	<p>trained on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect.</p>
<p>One CCSM did not complete training on the prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and the recognition and reporting of child abuse and neglect prior to providing care with preschool children.</p> <p style="text-align: center;">Repeat Violation Established LSR dated 9/29/2022 CAP dated 11/07/2022</p>	
R 400.8131	Professional development requirements.
	<p>(4) Before unsupervised contact with children, all child care staff members who work directly with children shall complete prevention and control of infectious disease training, including immunizations.</p>
<p>One CCSM did not complete the prevention and control of infectious disease training, including immunizations prior to having unsupervised contact with children.</p> <p style="text-align: center;">Repeat Violation Established LSR dated 9/29/2022 CAP dated 11/07/2022</p>	
R 400.8131	Professional development requirements.
	<p>(5) Within 90 days of being hired, or the first day as an unsupervised volunteer, all child care staff members and unsupervised volunteers who work directly with children shall complete the following trainings, which may count toward annual professional development hours and are available at MiRegistry:</p> <ul style="list-style-type: none"> (a) Administration of medication. (b) Prevention of and response to emergencies due to food and allergic reactions. (c) Building and physical premises safety. (d) Emergency preparedness and response planning. (e) Handling and storage of hazardous materials and appropriate disposal of bio-contaminants. (f) Precautions in transporting children, if applicable. (g) Child development.

<p>One CCSM did not complete Course 1 or Course 2 of the Health and Safety Trainings published to the MiRegistry within the first 90 days of employment.</p> <p style="text-align: center;">Repeat Violation Established LSR dated 9/29/2022 CAP dated 11/07/2022</p>	
R 400.8131	Professional development requirements.
	<p>(6) All child care staff members who work directly with children shall complete 16 clock hours of professional development annually on topics relevant to job responsibilities that include, but are not limited to, any of the following subjects:</p> <ul style="list-style-type: none"> (a) Child development and learning. (b) Health, safety, and nutrition. (c) Family and community collaboration. (d) Program management. (e) Teaching and learning. (f) Observation, documentation, and assessment. (g) Interactions and guidance. (h) Child care center administrative rules.
<p>The program director did not complete the 16 hours of professional development training for the 2022 calendar year. One CCSM did not complete the 16 clock hours of professional development training for the 2021 or 2022 calendar years.</p>	
R 400.8143	Children's records.
	<p>(3) For children under school-age, at the time of a child's initial attendance, a center shall obtain, keep on file, and make accessible in the center 1 of the following:</p> <ul style="list-style-type: none"> (a) A certificate of immunization showing a minimum of 1 dose of each immunizing agent specified by the department of health and human services (DHHS). (b) A copy of a waiver addressed to DHHS and signed by the parent stating immunizations are not being administered due to religious, medical, or other reasons.

<p>Two of twenty-two preschool files reviewed did not contain an immunization certificate and/or a waiver on file.</p> <p style="text-align: center;">Repeat Violation Established LSR dated 9/29/2022 CAP dated 11/07/2022</p>	
R 400.8143	Children's records.
	<p>(6) Within 30 days of a child's initial attendance, a center shall obtain, keep on file, and make accessible in the center a record of a physical evaluation of the child that notes any restrictions and is signed by a physician or the physician's designee. An electronic record from a physician's office will be accepted. The physical evaluation must be performed within 1 of the following time limits:</p> <p style="padding-left: 40px;">(c) For preschoolers, within the preceding 12 months.</p>
<p>Nine of twenty-two preschool files reviewed did not contain health appraisal.</p>	

IV. RECOMMENDATION

Upon receipt of an acceptable corrective action plan, I recommend issuance of a 2nd provisional license to this child care facility.

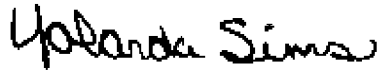


5/30/2023

Sean Shankin
Licensing Consultant

Date

Approved By:



5/30/2023

Yolanda Sims
Area Manager

Date



06/01/2023

Erika Bigelow
Division Director

Date



06/20/23

Emily Laidlaw
Bureau Director

Date