



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

Marlon I. Brown, DPA  
ACTING DIRECTOR

1/17/2024

Kelly Freye  
Benton Harbor/St Joseph YMCA Youth Center  
3665 Hollywood Rd, Saint Joseph, MI, , 49085

License Number: DC110021929

Dear Kelly Freye,

This letter is to advise you that the 1/17/2024 corrective action plan you submitted, regarding each rule violation cited in the recently completed Inspection, is approved.

You can find a copy of this corrective action approval letter and the associated report on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of each type of report and corrective action plans can be found under [Overview of Licensing Reports](#).

<b>Violation cited</b>	<b>Noncompliance observed</b>	<b>Plan to correct</b>	<b>Date to be completed</b>
R 400.8152(2)	Two epi pens were stored for children without written parental permission on file.	For the 2 that were in the medication lock box, we were sure to have the parent complete the form that day. It is now in the box and staff understands the rule and how to use the medication form.	Completed
R 400.8152(4)	Two epi pens were stored without the original container or pharmacy label.	Spoke to parent and let them know that the prescription must be from the pharmacy with attached labels. We asked her to bring them and they should be able to print out a label for her Childs epi pen. Staff are aware that is a licensing rule and best practice for future	Completed

		prescriptions that we are given, for the day or for the school year.	
R 400.8330(2)	Parents of school age children are responsible for providing lunch for children but do not have a written food agreement on file at the center. The written food agreement for preschool children does not include that parents are responsible for providing lunch on days when children are present a full day or that the center will provide food if the parent does not.	Re-wrote the policy and included that it is the parents responsibility to provide lunch for their child and to label lunch box and all containers that inside the lunch box. The parent is required to sign the form.	Completed and put into effect
R 400.8330(8)(c)	The center operates between 7-10 hours and only offered one meal and one snack to school age children.	We have included a morning snack for days that school aged kids are here all day. The YMCA provides snack and will be added to snack calendar as well.	Completed
R 400.8340(3)	Childrens beverages and food including lunches were not labeled with the first name, last name, and date.	We have communicated to all the staff that first and last name must be written on all food and beverages. We have also told them that a date must also be written on them. For preschool, that will be communicated to parents for next year to please do that before they bring their child to school and will be added to our handbooks. School aged the kids can do that as they arrive if that has not already been completed.	Completed.

It is expected that the corrective action plan will be implemented within the time frames as outlined in your 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.

The office provides technical assistance to meet the licensing requirements and consultation to improve services. Please contact Amy Steger at (269) 568-2915 or [stegera@michigan.gov](mailto:stegera@michigan.gov). In the event that Amy Steger is not available, and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Sincerely,

A handwritten signature in cursive script that reads "Amy Steger".

Amy Steger, Licensing Consultant