



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

July 11, 2023

Callie Hull  
Battle Creek Y Center  
182 Capital Ave Ne  
Battle Creek, MI 49017

RE: License #: DC130017052  
**Lemon Tree Preschool  
Battle Creek Y Ctr  
182 Capital Avenue, NE  
Battle Creek, MI 49017**

Dear Ms. Hull:

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 7/10/2023, I found 6 violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

<b>R 400.8131(8)</b>	<b>Professional development requirements.</b>
<b>R 400.8143(12)</b>	<b>Children's records.</b>
<b>R 400.8161(1)(d)</b>	<b>Emergency procedures.</b>
<b>R 400.8161(5)</b>	<b>Emergency procedures.</b>
<b>R 400.8173(2)</b>	<b>Equipment.</b>
<b>R 400.8173(8)</b>	<b>Equipment.</b>

Due to the violations, you must send us a corrective action plan by 7/31/2023. 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.

Upon receipt of an acceptable corrective action plan, a regular license will be issued. You will receive it in the mail.

<b>During calendar year 2022:</b>	<b>Total</b>
Number of serious injuries that occurred in facility.	<b>0</b>
Number of deaths that occurred in the facility.	<b>0</b>
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	<b>0</b>

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 517-284-9730.

Per MCL 722.113g, this report and any related corrective action plans must be filed in your Licensing Notebook.

Sincerely,



Beth Goding, Licensing Consultant  
 Child Care Licensing Bureau  
 611 W. Ottawa  
 P. O Box 30837  
 Lansing, MI 48909  
 (269) 615-5489

enclosure

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

**I. IDENTIFYING INFORMATION**

**LicenseLicense #:** DC130017052

**Licensee Name:** Battle Creek Y Center

**Licensee Address:** 182 Capital Ave Ne  
Battle Creek, MI 49017

**Licensee Telephone #:**

**Licensee/Designee:** Callie Hull, Designee

**Name of Facility:** Lemon Tree Preschool

**Facility Address:** Battle Creek Y Ctr  
182 Capital Avenue, NE  
Battle Creek, MI 49017

**Facility Telephone #:** (269) 788-0160

**Original Issuance Date:**

**Capacity:** 40

**Age Range:** Ages 2 years 6 months Thru 12 years

**Program Components:** GSRP  
PRESCHOOL  
SCHOOL AGE

**II. METHODS OF INSPECTION**

Date of On-Site Inspection(s): 07/10/2023  
 Date of Environmental Health Inspection: Kitchen license  
 Date of Fire Safety Inspection: 10/15/2020  
 Date of Lead Hazard Risk Assessment, if applicable: 10/24/2016  
 Date of Documentation of Playground Compliance, if applicable: N/A

		No. of Records Reviewed	
No. of children enrolled in care	33	20	
No. of staff employed	8	8	
No. of volunteers	0	0	
No. of children present at time of inspection	22		
No. of staff present at time of inspection	6		
No. of volunteers present at time of inspection	0		
No. of children interviewed/observed	22		
Persons Interviewed:	Licensee/Licensee Designee	<input checked="" type="checkbox"/>	
	Program Director	<input checked="" type="checkbox"/>	
	Caregiving staff	<input checked="" type="checkbox"/>	

Approved Child Use Space: The child care room in the basement and the child care room upstairs are approved for care.  
 Approved Program Director: Callie Hull  
 Approved Central Administrator: No  
 Approved Variances: No  
 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:

<b>R 400.8131</b>	<b>Professional development requirements.</b>
	(8) An on-going professional development plan must be developed and implemented to include all the training and professional development required by these rules.
<p>The ongoing professional development plan indicates that all health and safety trainings will be completed with in 90 days, however certain health and safety trainings (outlined in rules) are required before contact with children, and all health and safety requirements must be specifically detailed. The plan must also include that all new issuance of trainings issued by the department must be completed with in 6 months of issuance.</p> <p style="text-align: center;"><b>REPEAT VIOLATION ESTABLISHED</b>  <b>LSR Dated 12/28/2022</b>  <b>Corrective Action Plan 1/3/2023</b></p> <p style="text-align: center;"><b>LSR Dated 5/22/2022</b>  <b>Corrective Action Plan Dated 6/15/2022</b></p> <p style="text-align: center;"><b>LSR Dated 10/14/2020</b>  <b>Corrective Action Plan Dated 10/16/2020</b></p> <p style="text-align: center;"><b>LSR Dated 10/17/2018</b>  <b>Corrective Action Plan Dated 11/7/2018</b></p>	
<b>400.8149</b>	<b>Parent permission for transportation.</b>
	(2) A center shall obtain a parent's written permission for any non-routine transportation before each trip.
<p>The child care has been taking field trips to locations inside the YMCA building. They have not been providing notification to parents before each field trip on a regular/consistent basis including date/time and location.</p> <p style="text-align: center;"><b>REPEAT VIOLATION ESTABLISHED</b>  <b>LSR Dated 2/26/2022</b>  <b>Corrective Action Plan Dated 6/14/2022</b></p>	
<b>R 400.8161</b>	<b>Emergency procedures.</b>
	<p>(1) Written procedures for the care of children and staff for each of the following emergencies must be developed and implemented:</p> <p style="padding-left: 40px;">(d) Serious accident, illness, or injury.</p>

The serious accident/illness/injury plan was not posted in the lower level.	
<b>R 400.8161</b>	<b>Emergency procedures.</b>
	(5) A fire drill program, consisting of at least 1 fire drill quarterly, must be established and implemented.
The child care did not complete fire drills on a quarterly basis (fire drill 10/22 and next one 4/23.) Fire drills must be completed quarterly-every 3 months.	
<b>R 400.8173</b>	<b>Equipment.</b>
	(2) The current list of unsafe children's products that is provided by the department must be conspicuously posted in the center, as required by section 15 of the children's product safety act, 2000 PA 219, MCL 722.1065.
The most recent recall list was not posted.	
<b>R 400.8173</b>	<b>Equipment.</b>
	(8) A current and accurate equipment inventory must be provided to the department before issuance of the original license and updated and made available at each renewal.
The equipment inventory was not current and updated for renewal.	
<b>REPEAT VIOLATION ESTABLISHED</b> <b>LSR Dated 2/26/2022</b> <b>Corrective Action Plan Dated 6/14/2022</b>	

**TECHNICAL ASSISTANCE**

**R 400.8161 Emergency procedures.**

Emergency numbers with facility address and cross streets were not posted in basement. Relocation sites must include address on posted plans.

**R 400.8146(1) Information provided to parents.**

Parent handbook must address field trip transportation.

**R 400.8143(1) Children's records**

All child information cards must be fully completed-including physician and employer phone numbers.

**R 400.8380(9) Maintenance of premises.**

Pest management policy must include that a posting will be on entry doors and offer a 3 day mail option.

**IV. RECOMMENDATION**

Upon receipt of an acceptable corrective action plan, I recommend issuance of a regular license to the child care facility.



7/11/2023

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Beth Goding  
Licensing Consultant

Date