



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

April 14, 2023

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

RE: License #: DC130414240
Fremont International Academy
115 E. Emmett Street
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 4/13/2023, I found 21 violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

R 400.8110(4)	Applicant; licensee; licensee designee; requirements.
R 400.8112(2)(e)	Comprehensive background check; fingerprinting.
R 400.8112(2)(f)	Comprehensive background check; fingerprinting.
R 400.8112(4)	Comprehensive background check; fingerprinting.
R 400.8113(13)	Program director qualifications; responsibilities.
R 400.8125(5)	Staff; volunteer; requirements.
R 400.8128	Staff; volunteer; tuberculosis.
R 400.8131(10)	Professional development requirements.
R 400.8131(12)	Professional development requirements.
R 400.8131(3)	Professional development requirements.
R 400.8131(4)	Professional development requirements.
R 400.8131(5)	Professional development requirements.
R 400.8131(8)	Professional development requirements.
R 400.8134(3)	Hand washing.
R 400.8143(1)	Children's records.

R 400.8143(8)	Children's records.
R 400.8161(2)(b)	Emergency procedures.
R 400.8161(2)(e)	Emergency procedures.
R 400.8161(5)	Emergency procedures.
R 400.8161(6)	Emergency procedures.
R 400.8182(3)	Ratio and group size requirements.

Due to the violations, you must send us a corrective action plan by 5/4/2023. 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 1st 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, the matter will be forwarded to the disciplinary unit.

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 517-284-9730.

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 "Beth Gaudin", with a stylized flourish at the end.

Beth Gaudin, 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

License#:	DC130414240
Licensee Name:	Battle Creek Y Center
Licensee Address:	182 Capital Ave Ne Battle Creek, MI 49017
Licensee Telephone #:	(269) 965-9715
Licensee/Designee:	Jennifer Martinez, Designee Callie Hull, Designee
Name of Facility:	Fremont International Academy
Facility Address:	115 E. Emmett Street Battle Creek, MI 49017
Facility Telephone #:	(269) 965-9715
Original Issuance Date:	11/01/2022
Capacity:	75
Age Range:	Ages 5 years 0 months Thru 12 years
Program Components:	

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 04/13/2023
Date of Environmental Health Inspection: 10/13/2022
Date of Fire Safety Inspection: 8/17/2022
Date of Lead Hazard Risk Assessment, if applicable: N/A
Date of Documentation of Playground Compliance, if applicable: N/A

		No. of Records Reviewed
No. of children enrolled in care	76	24
No. of staff employed	6	6
No. of volunteers	0	0
No. of children present at time of inspection	55	
No. of staff present at time of inspection	4	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	55	
Persons Interviewed:	Licensee/Licensee Designee	☒
	Program Director	☒
	Caregiving staff	☒

Approved Child Use Space: The gym and the stage are approved for child care.
Approved Program Director: Jennifer Martinez
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:

R 400.8110	Applicant; licensee; licensee designee; requirements.
	(4) There must be a licensing notebook on the premises that includes all licensing inspection and special investigation reports and related corrective action plans for the last 5 calendar years, and a summary sheet outlining the documents contained in the notebook. The notebook must be in a place accessible to parents and prospective parents at all times during the center's normal hours of operation.
The facility did not have a licensing notebook containing all reports (the original report missing).	
R 400.8112	Comprehensive background check; fingerprinting.
	(2) An applicant or licensee shall do all of the following: (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.
Individuals are connected in CCBC that are no longer working at the child care. Individuals working at the child care are not connected in the CCBC system.	
R 400.8112	Comprehensive background check; fingerprinting.
	(2) An applicant or licensee shall do all of the following: (f) Immediately disconnect each individual from the system once he or she is no longer a licensee, licensee designee, child care staff member, child care aide, or an unsupervised volunteer under the license.
Individuals no longer working at the child care remain connected in the CCBC system and have not been disconnected.	
R 400.8112	Comprehensive background check; fingerprinting.
	(4) For an individual who is determined ineligible by the department, a licensee shall immediately do all of the following: (a) Prohibit the individual from being on the premises of the child care center. (b) Prohibit the individual from having any contact with children in care. (c) Disconnect the individual from the child care background check system.

An individual was determined ineligible by the department and has not been disconnected or withdrawn from the license in the CCBC system.	
R 400.8113	Program director qualifications; responsibilities.
	(13) Verification of the education, credentials, and experience of the program director must be kept on file at the center or made available online at MiRegistry.
The program director approval letter is not on file for the current program director.	
R 400.8125	Staff; volunteer; requirements.
	(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: (a) The individual is aware that abuse and neglect of children is against the law. (b) The individual has been informed of the center's policies on child abuse and neglect. (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.
Child care staff members do not have the required signed statement on file at the center.	
R 400.8128	Staff; volunteer; tuberculosis.
	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 per week 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.
Child care staff members do not have verification of freedom from communicable TB on file at the center.	
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.
Child care staff members working for over 90 days do not have verification of CPR and first aid training.	
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.
Child care staff members have not completed health and safety refreshers as required (2022).	
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 trained on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect.
Child care staff members have not completed health and safety trainings modules 1 or 2 which includes training on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect.	
R 400.8131	Professional development requirements.
	(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.
Child care staff members have not completed health and safety trainings module 1 or 2 which includes training on prevention and control of infectious disease training, including immunizations.	

R 400.8131	Professional development requirements.
	(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: (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.
Child care staff members working for over 90 days have not completed the health and safety trainings modules 1 and 2 which includes all required listed trainings.	
R 400.8131	Professional development requirements.
	(8) An on-going professional development plan must be developed and implemented to include all the training and professional development required by these rules.
The child care did not have an ongoing professional development plan available for review.	
R 400.8134	Hand washing.
	(3) Staff and volunteers shall ensure that children wash their hands at all of the following times: (a) Before meals, snacks, or food preparation experiences.
The child care has not been requiring child care children to wash their hands prior to meals.	
R 400.8143	Children's records.
	(1) At the time of a child's initial attendance, a center shall obtain a child information card, using a form provided by the department or a comparable substitute, that is completed and

	signed by the child's parent. The center shall keep it on file and accessible in the center.
Child information cards are missing required content such as, date of admission, physician and employer details/phone numbers and parent signature.	
R 400.8143	Children's records.
	(8) Upon enrollment and annually thereafter, a center shall obtain and keep on file at the center a signed statement from a school-age child's parent confirming all of the following: (a) The child is in good health with activity restrictions noted. (b) The child's immunizations are up-to-date. (c) The immunization record or appropriate waiver is on file with the child's school.
One of the reviewed child care files did not have a signed statement confirming the child is in good health, immunizations are up to date, and the immunization record is on file at the school.	
R 400.8161	Emergency procedures.
	(2) The written procedures must include all of the following: (b) A plan for safely moving children to a relocation site.
The emergency plans did not include how children would be safely moved to a relocation site.	
R 400.8161	Emergency procedures.
	(2) The written procedures must include all of the following: (e) A plan for contacting parents and reuniting families.
The emergency plans do not include a plan for contacting and reuniting families.	
R 400.8161	Emergency procedures.
	(5) A fire drill program, consisting of at least 1 fire drill quarterly, must be established and implemented.
The child care has not completed any fire drills since the issuance of the original license.	

R 400.8161	Emergency procedures.
	(6) A tornado drill program, consisting of at least 2 tornado drills between the months of March through November, must be established and implemented.
The child care has not completed any tornado drills since the issuance of the original license.	
R 400.8182	Ratio and group size requirements.
	(3) In each room or well-defined space, the maximum group size and ratio of child care staff members to children, including children related to a staff member or the licensee, must be as shown in Table 4: Child Care Staff Member to Child Ratios Age Child Care Staff (e) School-agers 1 to 18—maximum group size: 36
The child care is operating with group size exceeding 36 in each well defined space.	

IV. RECOMMENDATION

Upon receipt of an acceptable corrective action plan, I recommend issuance of a 1st provisional license.



4/14/2023

Beth Goding
Licensing Consultant

Date

Approved By:



4/14/2023

Yolanda Sims
Area Manager

Date