



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

June 7, 2022

Amber Grundy
Camp Fire/Camp Tannadoonah
Po Box 459
Notre Dame, IN 46556

RE: License #: DC140391511
Sam Adam's Elementary
114 Depot St.
Cassopolis, MI 49031

Dear Mrs. Grundy:

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 06/01/2022, I found 5 violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

R 400.8110 (5)	Applicant; licensee; licensee designee; requirements.
R 400.8128	Staff; volunteer; tuberculosis.
R 400.8143 (1)	Children's records.
R 400.8161 (1)	Emergency procedures.
R 400.8161 (7)	Emergency procedures.

Due to the violations, you must send us a corrective action plan by 06/27/2022. 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.

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,



Amy Steger, Licensing Consultant
 Child Care Licensing Bureau
 611 W. Ottawa Street
 P.O. Box 30664
 Lansing, MI 48909
 (269) 568-2915

enclosure

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

I. IDENTIFYING INFORMATION

License #: DC140391511

Licensee Name: Camp Fire/Camp Tannadoonah

Licensee Address: Po Box 459
Notre Dame, IN 46556

Licensee Telephone #: (574) 387-6095

Licensee/Designee: Amber Grundy, Designee

Name of Facility: Sam Adam's Elementary

Facility Address: 114 Depot St.
Cassopolis, MI 49031

Facility Telephone #: (574) 387-6095

Original Issuance Date: 01/19/2018

Capacity: 44

Age Range: Ages 5 years 0 months Thru 12 years

Program Components: SCHOOL AGE
FOOD SERVICE
BEFORE/AFTER SCHOOL

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 06/01/2022
 Date of Environmental Health Inspection: 12/21/2017
 Date of Fire Safety Inspection: 08/20/2021 – School Building
 Date of Lead Hazard Risk Assessment, if applicable: 01/09/2018
 Date of Documentation of Playground Compliance, if applicable: N/A-School Age Only

		No. of Records Reviewed	
No. of children enrolled in care	50	10	
No. of staff employed	7	7	
No. of volunteers	0	0	
No. of children present at time of inspection	14		
No. of staff present at time of inspection	2		
No. of volunteers present at time of inspection	0		
No. of children interviewed/observed	14		
Persons Interviewed:	Licensee/Licensee Designee	<input type="checkbox"/>	
	Program Director	<input checked="" type="checkbox"/>	
	Caregiving staff	<input checked="" type="checkbox"/>	

Approved Child Use Space: Room 110, Room 111, Gymnasium, Cafeteria, and Media Center.

Approved Program Director: Amber Grundy, Gabrielle Bittner, Constance Scott, and Triza Joy Hicks.

Approved Central Administrator: None

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 400.8110	Applicant; licensee; licensee designee; requirements.
	(5) The actual number and ages of children in care at any time must never exceed the number and ages of children for which the center is licensed.
The center is licensed to care for children 5 years through 12 years. A 2 year old child was present for the duration of child care.	
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 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.
Seven child care staff member files were reviewed. Two of seven files did not contain evidence the child care staff member was free from communicable tuberculosis.	
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.
Ten child files were reviewed. Seven of 10 child information cards did not contain information including employer name and telephone number.	
R 400.8161	Emergency procedures.
	(3) The plans required by subrule (1)(a) to (d) of this rule must be posted in a place visible to staff and parents.

Emergency plans including fire, tornado, other natural and man-made disasters, and serious accident, illness, or injury were not posted visible to staff and parents.	
R 400.8161	Emergency procedures.
	(7) A written log indicating the date and time of fire and tornado drills must be kept on file at the center.
There were only two fire drills documented for the renewal cycle including 9/15/2021 and 10/20/2021.	

IV. RECOMMENDATION

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

Amy Steger

06/07/2022

Amy Steger
Licensing Consultant

Date