



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

March 1, 2022

Christine Whitmire  
Heritage Southwest Intermediate School District  
61682 Dailey Rd.  
Cassopolis, MI 49031

RE: License #: DC140409711  
**Eagle Lake Elementary GSRP**  
**23889 Avenue C**  
**Edwardsburg, MI 49112**

Dear Ms. Whitmire:

During the renewal inspection on 02/24/2022, I found 8 violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

R 400.8131 (3)	Professional development requirements.
R 400.8131 (4)	Professional development requirements.
R 400.8131 (5)	Professional development requirements.
R 400.8143 (6)	Children's records.
R 400.8152 (2)	Medication; administrative procedures.
R 400.8152 (3)	Medication; administrative procedures.
R 400.8152 (6)	Medication; administrative procedures.
R 400.8161 (3)	Emergency procedures.

Due to the violations, you must send us a corrective action plan by 03/20/2022. 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.

<b>During calendar year 2021:</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,



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 #:** DC140409711

**Licensee Name:** Heritage Southwest Intermediate School District

**Licensee Address:** 61682 Dailey Rd.  
Cassopolis, MI 49031

**Licensee Telephone #:** (269) 445-3891

**Licensee/Designee:** Christine Whitmire, Designee

**Name of Facility:** Eagle Lake Elementary GSRP

**Facility Address:** 23889 Avenue C  
Edwardsburg, MI 49112

**Facility Telephone #:** (269) 445-6283

**Original Issuance Date:** 09/14/2021

**Capacity:** 36

**Age Range:** Ages 3 years 0 months Thru 5 years 0 months

**Program Components:** GSRP  
TRANSPORTATION  
PRESCHOOL  
FOOD SERVICE

**II. METHODS OF INSPECTION**

Date of On-Site Inspection(s): 02/24/2022  
 Date of Environmental Health Inspection: 08/18/2021  
 Date of Fire Safety Inspection: 09/07/2021 - Certification of School Fire Safety Provisions  
 Date of Lead Hazard Risk Assessment, if applicable: 09/01/2021  
 Date of Documentation of Playground Compliance, if applicable: N/A

	No. of Records Reviewed	
No. of children enrolled in care	34	10
No. of staff employed	5	5
No. of volunteers	0	0
No. of children present at time of inspection	32	
No. of staff present at time of inspection	5	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	32	

Persons Interviewed: Licensee/Licensee Designee   
 Program Director   
 Caregiving staff

Approved Child Use Space: Room 12 and Room 13 within Eagle Lake Elementary School  
 Approved Program Director: Brenda Steele and Shirley Penley  
 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:

<b>R 400.8131</b>	<b>Professional development requirements.</b>
	(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.
One child care staff member did not have verification of training in prevention of shaken baby syndrome, abusive head trauma, and child maltreatment, and recognition and reporting of child abuse and neglect.	
<b>R 400.8131</b>	<b>Professional development requirements.</b>
	(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.
One child care staff member did not have verification of training in prevention and control of infectious disease training, including immunizations.	
<b>R 400.8131</b>	<b>Professional development requirements.</b>
	(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.
One child care staff member did not have verification of training in (a)-(g).	
<b>R 400.8143</b>	<b>Children's records.</b>
	(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

	<p>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>(c) For preschoolers, within the preceding 12 months.</p>
<p>Ten child files were reviewed. All ten physical evaluations were missing information including exam date and information provided by parents.</p>	
<b>R 400.8152</b>	<b>Medication; administrative procedures.</b>
	<p>(2) A child care staff member shall give or apply medication, prescription or nonprescription, only with prior written permission from a parent.</p>
<p>One medication stored for a child did not have written permission from a parent. The written permission for one medication did not have all information completed including end date, dosage, and storage.</p>	
<b>R 400.8152</b>	<b>Medication; administrative procedures.</b>
	<p>(3) All medication must be in its original container, stored according to instructions, and clearly labeled for a named child, including all nonprescription topical medications described in subrule (8) of this rule.</p>
<p>One medication was stored but was not labeled for a named child.</p>	
<b>R 400.8152</b>	<b>Medication; administrative procedures.</b>
	<p>(6) A child care staff member shall give or apply any prescription or nonprescription medication according to the directions on the original container, unless otherwise authorized by a written order of the child's physician.</p>
<p>Two medications were stored for children indicating to consult a physician before using for children ages 2-5 years. Neither medication had directions from the physician on file.</p>	
<b>R 400.8161</b>	<b>Emergency procedures.</b>
	<p>(3) The plans required by subrule (1)(a) to (d) of this rule must be posted in a place visible to staff and parents.</p>

Emergency plans including fire, tornado, serious accident and injury, and natural and man-made disasters were not posted in a place visible to staff and parents.

#### IV. RECOMMENDATION

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

*Amy Steger*

03/01/2022

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Amy Steger  
Licensing Consultant

Date