



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

November 18, 2020

Ann Stebelton
Children's Nursery Inc
1804 E. Mitchell
Petoskey, MI 49770

RE: License #: DC240016392
Petoskey Children's Nurs Inc
1804 E Mitchell Rd
Petoskey, MI 49770

Dear Ms. Stebelton:

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 11/18/2020, I found 10 violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

- R 400.8110(6) Applicant; licensee; licensee designee; requirements.**
- R 400.8125(5) Staff; volunteer; requirements.**
- R 400.8131(3) Professional development requirements.**
- R 400.8131(4) Professional development requirements.**
- R 400.8143(3) Children's records.**
- R 400.8143(6) Children's records.**
- R 400.8146(2) Information provided to parents.**
- R 400.8152(3) Medication; administrative procedures.**
- R 400.8380(1) Maintenance of premises.**
- R 400.8530(10) Hazard Areas.**

Due to the violations, you must send us a corrective action plan by 12/11/2020. 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.

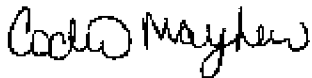
Upon receipt of an acceptable corrective action plan, a regular license will be issued. You will receive it in the mail.

During calendar year 2019:	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 231-922-5309.

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

Sincerely,



Codie Mayhew, Licensing Consultant
 BCHS/Child Care Licensing Division
 701 S. Elmwood Ave, Suite 11
 Traverse City, MI 49684
 (231) 342-5006

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF COMMUNITY AND HEALTH SYSTEMS
RENEWAL INSPECTION REPORT**

I. IDENTIFYING INFORMATION

License #:	DC240016392
Licensee Name:	Children's Nursery Inc
Licensee Address:	1804 E. Mitchell Petoskey, MI 49770
Licensee Telephone #:	(231) 347-6581
Licensee/Designee:	Ann Stebelton, Designee
Name of Facility:	Petoskey Children's Nurs Inc
Facility Address:	1804 E Mitchell Rd Petoskey, MI 49770
Facility Telephone #:	(231) 347-6581
Original Issuance Date:	
Capacity:	20
Age Range:	Ages 2 years 6 months Thru 6 years
Program Components:	PRESCHOOL

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 11/18/2020
 Date of Environmental Health Inspection: 08/17/2000
 Date of Fire Safety Inspection: 08/13/2020
 Date of Lead Hazard Risk Assessment, if applicable: N/A
 Date of Documentation of Playground Compliance, if applicable: 04/25/2015

		No. of Records Reviewed
No. of children enrolled in care	30	10
No. of staff employed	4	4
No. of volunteers	0	0
No. of children present at time of inspection	9	
No. of staff present at time of inspection	3	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	9	
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: Classroom 1, Classroom 5, and the youth room are approved as child use space.
 Approved Program Director: Ann Stebelton
 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, there were nine children and three child care staff members present. I was able to observe lunch, nap time, and free play during the inspection. I found all child care staff members to be nurturing toward the children. All child care staff members were engaged with the children throughout the inspection. The center was found to be compliant with ratio and group size rules. There is a sufficient amount of developmentally appropriate equipment and toys in the classrooms. The

children are able to access a large fenced in outdoor play area. All child care staff members were wearing a face mask during the inspection.

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.

(6) The licensee or licensee designee shall maintain accurate records detailing daily arrival and departure times for each child care staff member, child care aide, and volunteer.

Ms. Stebelton did not ensure to maintain accurate records detailing the daily arrival and departure times for each child care staff member. During the inspection, Ms. Stebelton and Ms. McKigney were both present during the inspection and they did not enter their arrival time for 11/18/2020.

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.

Ms. Stebelton did not ensure that all staff upon hiring had a written abuse and neglect statement signed and dated. During the inspection, Carol Page, a child care staff member, did not have a written abuse and neglect statement signed and dated in her file.

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.

Ms. Stebelton did not ensure that all child care staff members completed training on the prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and the recognition and reporting of child abuse and neglect before caring for children. During the inspection, Carol Page and Samantha Baker had not completed the MiRegistry Health and Safety Trainings Module 1 and 2 or equivalent trainings covering these topics.

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.

Ms. Stebelton did not ensure that all child care staff members completed training on the prevention and control of infectious disease training, including immunizations before having unsupervised contact with children. During the inspection, Carol Page and Samantha Baker had not completed the MiRegistry Health and Safety Trainings Module 1 and 2 or equivalent trainings covering these topics.

R 400.8143 Children's records.

(3) For children under school-age, at the time of a child's initial attendance, a center shall obtain, keep on file, and make accessible in the center 1 of the following:

(a) A certificate of immunization showing a minimum of 1 dose of each immunizing agent specified by the department of health and human services (DHHS).

(b) A copy of a waiver addressed to DHHS and signed by the parent stating immunizations are not being administered due to religious, medical, or other reasons.

Ms. Stebelton did not ensure that each child had an immunization record or immunization waiver at the time of the child's initial attendance. During the inspection, I reviewed 10 child files. Out of the 10 child files, 5 files contained an immunization record or waiver dated after the child's initial date of attendance and 2 files were missing either an immunization record or waiver.

R 400.8143 Children's records.

(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 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:

- (a) For an infant, within the preceding 3 months.
- (b) For toddlers, within the preceding 6 months.
- (c) For preschoolers, within the preceding 12 months.

Ms. Stebelton did not ensure that each child completes a physical evaluation within 30 days of a child's initial date of attendance. During the inspection, I reviewed 10 child files. Out of the 10 child files, 2 children in attendance for more than 30 days had no physical evaluation in their file.

R 400.8146 Information provided to parents.

(2) Written documentation that the parent received the written information packet, as required by subrule (1) of this rule, must be kept on file at the center.

Ms. Stebelton did not ensure to maintain documentation showing that the parent received the written information packet. During the inspection, I reviewed 5 child files with no documentation showing that the parent received the written information packet.

REPEAT VIOLATION ESTABLISHED

LSR DATED: 01/24/2019

CORRECTIVE ACTION PLAN DATED: 01/09/2019

R 400.8152 Medication; administrative procedures.

(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.

Ms. Stebelton did not ensure all medication was 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. During the inspection, I found two individual acetaminophen tablets and a suppository in a plastic bag not in their original container and not labeled with a child's name.

R 400.8380(1) Maintenance of premises.

(1) The premises must be maintained in a clean and safe condition and must not pose a threat to health or safety.

Ms. Stebelton did not ensure that the premises were maintained in a clean and safe condition and did not pose a threat to health or safety. During the inspection, I found

several boxes of plastic sandwich bags and plastic gallon bags accessible to children in classroom 1 and classroom 5.

R 400.8530 Hazard Areas.

(9) The center shall not store flammable materials, including fuels, pressurized cans, cleaning fluids and supplies, polishes, and matches, in heat plant enclosures. These items may be stored outside of child use areas in metal cabinets or storage facilities accessible only to authorized personnel.

Ms. Stebelton did not ensure flammable materials were stored outside of the heating plant room. During the inspection, I observed 6 bottles of cleaner, a plastic janitorial cart, a plastic garbage can, three vacuums, and various flammable items being stored in the heating plant room.

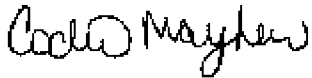
Technical Assistance and Consultation were provided on the following:

- I provided an updated volunteer policy, an updated discipline policy, two rules books, and child information cards.
- Ensure that Carol Page has TB result on file if she is going to be in contact with children at least 4 hours per week for more than 2 consecutive weeks.
- R 400.8131(6)- Ensure Carol Page and Samantha Baker complete the MiRegistry Health and Safety Trainings required within 90 days of hire.
- Make sure postings are in one location outside of the classroom for parents to view or make sure the same postings are in each classroom for parents to view.
- I provided guidance on the No Smoking and No Vaping Sign.
- We discussed solutions to barriers with parents returning child paperwork to the center.
- We discussed the difference between supervised versus unsupervised volunteers and what paperwork is needed for each type of volunteer.
- R 400.8131(1)- Needing documentation on the completion of staff orientation.
- R 400.8146- Parent Handbook
- R 400.8161(2)(f)- Add a plan to accommodate children with special needs to your emergency procedures.

- R 400.8161(2)(h)- Add a plan to accommodate children with chronic medical conditions.
- R 400.8161(8)- Each staff member must be trained twice a year on his or her duties and responsibilities for all emergency procedures referenced in subrule(1) of this rule.

IV. RECOMMENDATION

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



11/18/2020

Codie Mayhew
Licensing Consultant

Date