



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

April 28, 2023

Nicole Dixon
Womens Resource Center
Womens Resource Cen
423 Porter St
Petoskey, MI 49770

RE: License #: DC240018051
Childrens Learning Center
423 Porter
Petoskey, MI 49770

Dear Ms. Dixon:

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 4/27/2023, I found 1 violation. The violation is listed below and explained in the attached report:

R 400.8143(6)(c) Children's Records

Due to the violations, you must send us a corrective action plan by 5/19/2023. 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.

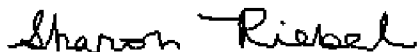
Upon receipt of an acceptable corrective action plan, a regular license will be issued. You will receive it in the mail.

During calendar year 2022:	Total
Number of serious injuries that occurred in facility.	1
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,



Sharon Riebel, Licensing Consultant
 Bureau of Community and Health Systems
 611 W. Ottawa Street
 P.O. Box 30664
 Lansing, MI 48909
 (231) 262-3833

enclosure

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

I. IDENTIFYING INFORMATION

License #:	DC240018051
Licensee Name:	Womens Resource Center
Licensee Address:	Womens Resource Cen 423 Porter St Petoskey, MI 49770
Licensee Telephone #:	(231) 347-0070
Licensee/Designee:	Nicole Dixon, Designee
Name of Facility:	Childrens Learning Center
Facility Address:	423 Porter Petoskey, MI 49770
Facility Telephone #:	(231) 347-0067
Original Issuance Date:	
Capacity:	42
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): 04/27/2023
 Date of Environmental Health Inspection: N/A
 Date of Fire Safety Inspection: 04/07/2021
 Date of Lead Hazard Risk Assessment, if applicable: 09/25/2014
 Date of Documentation of Playground Compliance, if applicable: 09/13/17

		No. of Records Reviewed
No. of children enrolled in care	N/A	10
No. of staff employed	8	5
No. of volunteers	1	1
No. of children present at time of inspection	25	
No. of staff present at time of inspection	5	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	25	
Persons Interviewed:		
Licensee/Licensee Designee	<input checked="" type="checkbox"/>	
Program Director	<input checked="" type="checkbox"/>	
Caregiving staff	<input type="checkbox"/>	

Approved Child Use Space: The children's learning classroom, the GSRP classroom, the art room, the kitchen/dining room, the coat room, and the activity classroom are approved as child use space.

Approved Program Director: Nicole Dixon

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 I observed rest time, outdoor play, handwashing, the arrival of the school age children, and children departing at the end of the day. Children chose what to play with and where to play in the outdoor play area. They could choose from a variety of raised climbing equipment or toys and equipment on the ground/cement area. During the inspection, I observed staff closely supervising the

children during play. The indoor play area has a variety of developmentally appropriate materials and toys for children to use.

During the inspection, the center was found to be in compliance with all applicable rules and statutes except for the following violation:

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:

(c) For preschoolers, within the preceding 12 months.

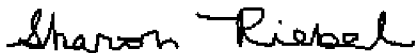
The licensee designee, Ms. Dixon, did not ensure all children had a physical evaluation within 30 days of the child's initial attendance, or within the preceding 12 months. Of the 10 children's files I reviewed, two children did not have a physical in the required timelines.

The following technical assistance and consultation was provided:

- Make sure child information cards all have the admission date, physician name and phone number, and are updated annually.
- A first aid kit is prohibited from containing any non-prescription medication, including triple antibiotic.

IV. RECOMMENDATION

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



4/28/23

Sharon Riebel
Licensing Consultant

Date