



STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

GRETCHEN WHITMER  
GOVERNOR

ORLENE HAWKS  
DIRECTOR

May 6, 2022

Chelsea Horton  
Lake Fenton Comm Schools  
11425 Torrey Rd  
Fenton, MI 48430

RE: License #: DC250275645  
Lake Fenton Child Care, West Shore Elem  
3076 Lahring  
Fenton, MI 48430

Dear Ms. Horton:

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 04/19/2022, I found 11 violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

<b>R.400.8110 Applicant; licensee; licensee designee; requirements.</b>
<b>R400.8112 Comprehensive background check; fingerprinting.</b>
<b>R400.8112 Comprehensive background check; fingerprinting.</b>
<b>R400.8113 Program director qualifications; responsibilities.</b>
<b>R400.8125 Staff; volunteer; requirements</b>
<b>R400.8128 Staff; volunteer; tuberculosis</b>
<b>R400.8131 Professional development requirements.</b>
<b>R400.8131 Professional development requirements.</b>
<b>R400.8161 Emergency procedures.</b>
<b>R400.8161 Emergency procedures.</b>
<b>R400.8161 Emergency procedures.</b>

Due to the violations, you must send us a corrective action plan by 05/25/2022. 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:

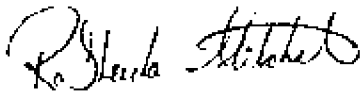
- How compliance with each rule will be achieved.
- Who is directly responsible for implementing the corrective action for each violation.
- Specific time frames for each violation as to when the correction will be completed or implemented.
- How continuing compliance will be maintained once compliance is achieved.
- The signature of the responsible party and a date.

<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 248-762-1519.

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

Sincerely,



RaSheeda Mitchell, Licensing Consultant  
 Licensing and Regulatory Affairs  
 Child Care Licensing Bureau  
 611 W. Ottawa St.  
 P.O. Box 30664  
 Lansing, MI 48909  
 (248) 762-1915

Enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License#:</b>	DC250275645
<b>Licensee Name:</b>	Lake Fenton Comm Schools
<b>Licensee Address:</b>	11425 Torrey Rd Fenton, MI 48430
<b>Licensee Telephone #:</b>	
<b>Licensee/Designee:</b>	Chelsea Horton, Designee
<b>Name of Facility:</b>	Lake Fenton Child Care, West Shore Elem
<b>Facility Address:</b>	3076 Lahring Fenton, MI 48430
<b>Facility Telephone #:</b>	(810) 591-2584
<b>Original Issuance Date:</b>	06/20/2005
<b>Capacity:</b>	100
<b>Age Range:</b>	Ages 5 years 0 months Thru 12 years
<b>Program Components:</b>	SCHOOL AGE BEFORE/AFTER SCHOOL

## II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 04/19/2022, 04/19/2022  
 Date of Environmental Health Inspection: N/A  
 Date of Fire Safety Inspection: N/A  
 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	115	10
No. of staff employed	6	0
No. of volunteers	0	0
No. of children present at time of inspection	22	
No. of staff present at time of inspection	2	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	22	
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: : Room 18, Room 20 and Room 28 are approved for child use space.

Approved Program Director: Chelsea Horton

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.**

(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.

A licensing notebook was not on premises.

**R 400.8112                    Comprehensive background check; fingerprinting.**

(1) Pursuant to section 5n of the act, MCL 722.115n, before an individual has unsupervised contact with children, the department shall determine the individual's eligibility to be any of the following:

- (a) A licensee.
- (b) A licensee designee.
- (c) A child care staff member.
- (d) A child care aide.
- (e) An unsupervised volunteer.

Identified child care staff member (substitute), C.W. have not been determined eligible through the child care finger printing system.

**R 400.8112                    Comprehensive background check; fingerprinting.**

(2) An applicant or licensee shall do all of the following:

- (c) Provide to the department, upon request, a copy of the individual's completed and signed form or forms.

Signed consent and disclosure forms for all staff were not onsite. Attempts to obtain this information was made, however, there were not successful.

**R 400.8113                    Program director qualifications; responsibilities.**

(2) A program director shall be present in the center in the following manner:

- (a) Full time for programs operating less than 6 continuous hours.

Program director, Chelsea Horton, share she is not onsite full time for the before and after care program. I discussed assigning a site supervisors due to Ms. Horton working full time at another site. At the time of this written report, the required documents for a site supervisor had not been received.

**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.

The six staff members (2 identified as subs) did not have a written statement indicating the information identified in this rule on file.

**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.

Child care staff members did not have verification of their TB status onsite. Attempts to obtain this information was made, however, there were not successful.

**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.

Multiple child care staff members did not have the required refresher trainings for 2020 and 2021.

**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.

Multiple child care staff members did not have the required trainings identified in this rule.

**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.

All required emergency procedures of this rule were not posted and placed visible to staff and parents.

**R 400.8161 Emergency procedures.**

(5) A fire drill program, consisting of at least 1 fire drill quarterly, must be established and implemented.

Fire drills had not been practiced during the before and after care programs.

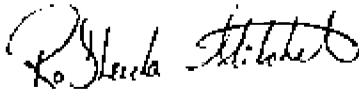
**R 400.8161 Emergency procedures.**

(6) A tornado drill program, consisting of at least 2 tornado drills between the months of March through November, must be established and implemented.

Tornado drills had not been practiced during the before and after care programs.

Upon approval of an acceptable corrective action plan, I recommend no change to the status of the license.

**IV. RECOMMENDATION**



05/06/2022

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RaSheeda Mitchell  
Licensing Consultant

Date