



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL
LANSING

Michelle Richard
ACTING DIRECTOR

Report Type : Renewal
Inspection Type: Renewal

Date of Inspection: 5/8/2024
Date of Report: 5/8/2024

Licensee Name(s)	License Number
Northwest Michigan Community Action Agency Inc	DC280020801
Capacity	Facility Name
16	NMCAA Preschool - Hannah
Program Type	Licensee Designee(s)
Center	Karen P Lenaghan-Baughman Kimberly Jean Aultman Shannon E Phelps Teasha Shantal Lawson Kristin Lea Ruckle Kaylee Lovejoy Abria L Morrow Ashley Olstad
Central Administrator(s)	Program Director(s) Name
	Jennifer R (Cook) Tharp Qualifications: R 400.8113(7)(a) (9). Date PD Approved: 7/19/2023
Facility Address	Mailing Address
2912 W M 113, Kingsley, MI, 49649	3963 Three Mile Rd, Traverse City, MI, 49686
Facility Phone Number	Facility Email Address
2312637373	klovejoy@nmcaa.net

Findings of the Inspection

A copy of this renewal inspection report and any associated corrective action plans is available on the Child Care Licensing Bureau [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](#).

The 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.

If you have any questions regarding the report, please contact licensing consultant, Codie Mayhew, at 231-342-5006. In the event that Codie Mayhew is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Inspection Details		
<i>Number of Rules/Statutes Reviewed</i>	<i>Number of Rules/Statute Violations</i>	<i>Number of Rules/Statutes where Technical Assistance was Provided</i>
592	0	4
<i>Number of Children's Records Reviewed : Number of Children Enrolled</i>	<i>Number of Child Care Staff Member Records Reviewed : Number of Staff Employed</i>	<i>Number of Volunteer Records Reviewed : Number of Volunteers</i>
10 : 16	5 : 7	2 : 2
<i>Number of Children Observed : Number of Children Present During Inspection</i>	<i>Number of Child Care Staff Members Observed : Number of Child Care Staff Members Present During Inspection</i>	<i>Number of Volunteers Observed a: Number of Volunteers Present During Inspection</i>
13 : 13	3 : 3	0 : 0
<i>Licensee Interviewed</i>	<i>Program Director Interviewed</i>	<i>Child Care Staff Members Interviewed</i>
Yes	Yes	Yes


Documentation of Required Inspections		
<i>Type of Inspection</i>	<i>Date of Inspection</i>	<i>Findings</i>
Environmental Health Inspection	1/25/2024	A Rated
Fire Safety Provision's form signed by the superintendent.	1/9/2024	A Rated

Technical Assistance	
<i>Rule Number</i>	<i>Rule</i>
R 400.8143(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:
R 400.8161(2)(h)	A plan for how children with chronic medical conditions will be accommodated during each type of emergency.

R 400.8161(7)	A written log indicating the date and time of fire and tornado drills must be kept on file at the center.
R 400.8170(10)	An outdoor play area and any equipment located on the center's premises must be maintained in a safe condition and inspected daily before use to ensure that no hazards are present.

Hours of Operation						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
08:15 AM To 3:15 PM	08:15 AM To 3:15 PM	08:15 AM To 3:15 PM	08:15 AM To 3:15 PM	08:15 AM To 3:15 PM		

Bureau Recommendation
I recommend the issuance of a regular license.

Approved By:			
			
		05/08/2024	
Codie Mayhew Licensing Consultant		Date	