



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:** 3/13/2024  
**Date of Report:** 3/13/2024

<b>Licensee Name(s)</b>	<b>License Number</b>
Traverse City Christian Schools	DC280313616
<b>Capacity</b>	<b>Facility Name</b>
18	Traverse City Christian Schools
<b>Program Type</b>	<b>Licensee Designee(s)</b>
Center	Lisa Karen Falk Sacha M Standfest
<b>Central Administrator(s)</b>	<b>Program Director(s) Name</b>
	Lisa Karen Falk <b>Qualifications:</b>  <b>Date PD Approved: //</b> Sacha M Standfest <b>Qualifications:</b>  <b>Date PD Approved: //</b>
<b>Facility Address</b>	<b>Mailing Address</b>
753 Emerson Road, Traverse City, MI, 49696	753 Emerson Road, Traverse City, MI, 49696
<b>Facility Phone Number</b>	<b>Facility Email Address</b>
2319291747	sstandfest@tcchristian.org

### 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 231-342-5005. 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.

<b>Inspection Details</b>		
<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>
529	6	7
<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 :	5 : 10	0 : 0
<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>
12 : 12	3 : 3	0 : 0
<i>Licensee Interviewed</i>	<i>Program Director Interviewed</i>	<i>Child Care Staff Members Interviewed</i>
Yes	Yes	Yes

Due to the health and safety professional development training violation(s), all of the facility's child care staff members must complete the required training by 3/27/2024. This must be included in the facility's corrective action plan.

<b>Documentation of Required Inspections</b>		
<i>Type of Inspection</i>	<i>Date of Inspection</i>	<i>Findings</i>
Fire Safety Provision's form signed by the superintendent	2/1/2024	Approved

<i>Rule Number</i>	<i>Rule</i>	<i>Analysis</i>	<i>Conclusion</i>
R 400.8152(3)	Medication; administrative procedures. All medication must be in its original container, stored according to instructions, and clearly labeled for a	During the renewal inspection, I observed two vials of Dr. Kid's Children's Allergy Relief medication in a plastic storage bag, not in its original container.	Violation Established

	named child, including all nonprescription topical medications described in subrule (8) of this rule.		
R 400.8152(6)	Medication; administrative procedures. 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.	During the renewal inspection, I observed two vials of Dr. Kid's Children's Allergy Relief medication in a plastic storage bag, not in its original container, for a five-year-old child. We looked up the medication online and found that the 12.5 mg vials require a doctor's note for children under 6 years of age. The center did not have written authorization from the doctor to administer this medication.	REPEAT VIOLATION ESTABLISHED Interim Report Dated: 04/04/2023 Corrective Action Plan Dated: 04/04/2023
R 400.8110(6)	Applicant; licensee; licensee designee; requirements. 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.	During the inspection, I found that child care staff members are not signing in or out of the preschool classroom.	REPEAT VIOLATION ESTABLISHED LSR Dated: 09/18/2020 Corrective Action Plan Dated: 09/17/2020

<p>R 400.8131(12)</p>	<p>Professional development requirements. 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 months of the notice.</p>	<p>During the renewal inspection, I found that Sacha Steadfast has not completed the 2022 MiRegistry Refresher and she has been employed at the center since 2021.</p>	<p>REPEAT VIOLATION ESTABLISHED Interim Report Dated: 04/04/2023 Corrective Action Plan Dated: 04/04/2023</p>
<p>R 400.8161(1)(e)</p>	<p>Emergency procedures. Crisis management including, but not limited to, intruders, active shooters, bomb threats, and other man-made events.</p>	<p>During the inspection, I observed that the center did not have a separate plan for intruders and active shooters.</p>	<p>Violation Established</p>
<p>R 400.8161(2)(h)</p>	<p>Emergency procedures. A plan for how children with chronic</p>	<p>During the renewal inspection, I found that the center did not have an individual plan for a child with an allergy to tree nuts/legumes and they did not have an individual plan for a child with</p>	<p>Repeat Violation Established</p>

	medical conditions will be accommodated during each type of emergency.	allergies to amoxicillin/cipro/strawberries/avocados/oatmeal.	REPEAT VIOLATION ESTABLISHED LSR Dated: 05/05/2022 Corrective Action Plan Dated: 06/07/2022
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<b>Technical Assistance</b>	
<i>Rule Number</i>	<i>Rule</i>
R 400.8161(4)	The crisis management plan required by subrule (2) of this rule must be maintained in a place known and easily accessible to all personnel.
R 400.8131(1)	The center shall provide an orientation about the center's policies and practices and these administrative rules for all personnel hired after the effective date of these rules and before unsupervised contact with children.
R 400.8161(8)	Each child care staff member shall be trained at least twice a year on his or her duties and responsibilities for all emergency procedures referenced in subrule (1) of this rule.
R 400.8131(8)	An on-going professional development plan must be developed and implemented to include all the training and professional development required by these rules.
R 400.8140(4)	A written policy must be developed and implemented regarding the age appropriate, non-severe discipline of children. The policy must be provided to staff and parents.
R 400.8340(3)	Breast milk, formula, milk, other beverages, and food furnished in a same-day supply s must be covered and labeled with the child's first and last name and the date.
R 400.8131(11)	Verification of all professional development required by this rule must be kept on file at the center or online at MiRegistry. Verification must be issued from the training organization or trainer and include the date of the course, the

name of the training organization or trainer, the topic covered, and the number of clock hours. Training hours from MiRegistry also meet this rule.

**Hours of Operation**

<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>	<i>Sunday</i>
07:30 AM To 6:00 PM	07:30 AM To 6:00 PM	07:30 AM To 6:00 PM	07:30 AM To 6:00 PM	07:30 AM To 6:00 PM		

**Bureau Recommendation**

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

**Approved By:**

*Codie Mayhew*

**03/13/2024**

Codie Mayhew  
**Licensing Consultant**

**Date**