



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

June 1, 2023

Bobby Ludwick
YMCA of Greater Kalamazoo
1001 W. Maple
Kalamazoo, MI 49008

RE: License #: DC390295679
Parkwood Upjohn PrimeTime
2321 S. Park St.
Kalamazoo, MI 49001

Dear Ms. Ludwick:

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 5/24/2023, I found 2 violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

- R 400.8161(7) Emergency procedures.
- R 400.8330(23) Food services and nutrition generally.

Due to the violations, you must send us a corrective action plan by 6/20/2023. 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.

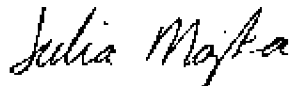
Upon receipt of an acceptable corrective action plan, a regular license will be issued. You will receive it in the mail.

During calendar year 2022:	Total
Number of serious injuries that occurred in facility.	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 (517) 284-9730.

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

Sincerely,



Julia Majka, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30837
Lansing, MI 48909
(269) 615-6039

enclosure

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

I. IDENTIFYING INFORMATION

License #:	DC390295679
Licensee Name:	YMCA of Greater Kalamazoo
Licensee Address:	1001 W. Maple Kalamazoo, MI 49008
Licensee Telephone #:	(269) 324-9625
Licensee/Designee:	Bobby Ludwick, Designee
Name of Facility:	Parkwood Upjohn Prime Time
Facility Address:	2321 S. Park St. Kalamazoo, MI 49001
Facility Telephone #:	(269) 345-9622
Original Issuance Date:	06/20/2008
Capacity:	65
Age Range:	Ages 4 years 9 months Thru 12 years
Program Components:	SCHOOL AGE SCHOOL AGE-EXEMPT BEFORE/AFTER SCHOOL

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 05/24/2023
 Date of Environmental Health Inspection: N/A
 Date of Fire Safety Inspection: 5/16/23- fire cert signed by superintendent.
 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	51	15
No. of staff employed	4	4
No. of volunteers	0	0
No. of children present at time of inspection	27	
No. of staff present at time of inspection	4	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	27	
Persons Interviewed:	Licensee/Licensee Designee	<input type="checkbox"/>
	Program Director	<input type="checkbox"/>
	Caregiving staff	<input checked="" type="checkbox"/>

Approved Child Use Space: The facility is located within Parkwood Upjohn Elementary. The rooms approved for use space includes the west dining room, gymnasium, east dining room, the orchestra room, and room 166.
 Approved Program Director: Emily Homrich
 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 400.8161 Emergency procedures.

(7) A written log indicating the date and time of fire and tornado drills must be kept on file at the center.

The records for the 2020/2021 school year fire and tornado drills were not maintained; therefore, the facility only has records for 1 fire and 1 tornado drill in 2021.

R 400.8330 Food services and nutrition generally.

(23) Children shall not have beverage containers or food while they are walking around or playing.

Children were walking around and wrestling while eating afternoon snack.

IV. RECOMMENDATION

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

Julia Majka

6/1/2023

Julia Majka
Licensing Consultant

Date