



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

March 16, 2023

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

RE: License #: DC390414012
Amberly YMCA Prime Time
6637 Amberly Street
Portage, MI 49024

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 3/15/2023, I found 3 violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

- R 400.8128 Staff; volunteer; tuberculosis.**
- R 400.8134(4) Hand washing.**
- R 400.8161(2)(b) Emergency procedures.**

Due to the violations, you must send us a corrective action plan by 4/5/2023. 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.

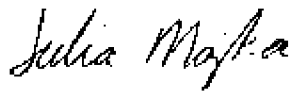
Upon receipt of an acceptable corrective action plan, a regular license will be issued. You will receive it in the mail.

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 West Ottawa St.
 P.O. Box 30664
 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 #:	DC390414012
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:	Amberly YMCA Prime Time
Facility Address:	6637 Amberly Street Portage, MI 49024
Facility Telephone #:	(269) 345-9622
Original Issuance Date:	09/27/2022
Capacity:	100
Age Range:	Ages 5 years 0 months Thru 12 years
Program Components:	SCHOOL AGE

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 03/15/2023
 Date of Environmental Health Inspection: 08/16/2022
 Date of Fire Safety Inspection: 09/01/2022- 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	49	15
No. of staff employed	4	4
No. of volunteers	0	0
No. of children present at time of inspection	24	
No. of staff present at time of inspection	2	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	24	
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 Amberly Elementary School. The rooms approved for child use space include the cafeteria, gymnasium, and multi-purpose room.

Approved Program Director: Anne Creek
 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 400.8128 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 per week 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.

Two out of four child care staff files reviewed had the TB test completed after the start date.

R 400.8134 Hand washing.

(4) Guidelines for hand washing must be posted in food preparation areas, in toilet rooms, and by all hand washing sinks.

The boys bathroom did not have a hand washing sign posted by the hand washing sinks. Staff reported it must have fallen and gotten thrown away.

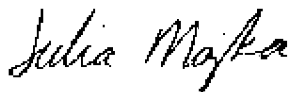
R 400.8161 Emergency procedures.

(2) The written procedures must include all of the following:
(b) A plan for safely moving children to a relocation site.

The facility has a plan for relocation, but it does not identify the relation site.

IV. RECOMMENDATION

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



3/16/2023

Julia Majka
Licensing Consultant

Date