



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

September 29, 2020

Ashley Karsten  
Kent Intermediate School District  
1800 Leffingwell NW  
Grand Rapids, MI 49525

RE: License #: DC410379455  
**Kent ISD - Ada GSRP**  
**731 Ada Drive**  
**Ada, MI 49301**

Dear Ms. Karsten:

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 9/29/2020, I found one violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

**R 400.8110            Applicant; licensee; licensee designee; requirements.**

Due to the violations, you must send us a corrective action plan by 10/15/2020. 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 2019:</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 (616) 356-0183.

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

Sincerely,



Stephanie Shell, Licensing Consultant  
 Bureau of Community and Health Systems  
 Unit 13, 7th Floor  
 350 Ottawa, N.W.  
 Grand Rapids, MI 49503  
 (616) 481-3498

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF COMMUNITY AND HEALTH SYSTEMS  
RENEWAL INSPECTION REPORT**

**I. IDENTIFYING INFORMATION**

**LicenseLicense #:** DC410379455

**Licensee Name:** Kent Intermediate School District

**Licensee Address:** 1800 Leffingwell NW  
Grand Rapids, MI 49525

**Licensee Telephone #:**

**Licensee/Designee:** Ashley Karsten, Designee

**Name of Facility:** Kent ISD - Ada GSRP

**Facility Address:** 731 Ada Drive  
Ada, MI 49301

**Facility Telephone #:** (616) 447-5683

**Original Issuance Date:** 03/03/2016

**Capacity:** 18

**Age Range:** Ages 3 years 0 months Thru 6 years

**Program Components:** GSRP  
FOOD SERVICE

**II. METHODS OF INSPECTION**

Date of On-Site Inspection(s): 9/29/2020  
 Date of Environmental Health Inspection: N/A  
 Date of Fire Safety Inspection: N/A  
 Date of Lead Hazard Risk Assessment, if applicable: 7/28/15  
 Date of Documentation of Playground Compliance, if applicable: 8/15/15

		No. of Records Reviewed
No. of children enrolled in care	9	5
No. of staff employed	2	2
No. of volunteers	0	0
No. of children present at time of inspection	9	
No. of staff present at time of inspection	2	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	9	
Persons Interviewed:		
Licensee/Licensee Designee	<input type="checkbox"/>	
Program Director	<input checked="" type="checkbox"/>	
Caregiving staff	<input checked="" type="checkbox"/>	

Approved Child Use Space: Classroom 7  
 Approved Program Director: Cara Hakken  
 Approved Central Administrator: Ashley Karsten  
 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.

**(3) All of the following must be in a place, accessible, and visible to parents:**

**(c) A notice stating that the center requires a comprehensive background check on its employees and unsupervised volunteers.**

There was no posting visible to parents that states that the center requires a comprehensive background check on its employees and unsupervised volunteers.

#### IV. RECOMMENDATION

Upon receipt of an acceptable corrective action plan, I recommend issuance of a regular license to this child care center.

*Stephanie Shell*

9/29/2020

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Stephanie Shell  
Licensing Consultant

Date