



STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

GRETCHEN WHITMER  
GOVERNOR

ORLENE HAWKS  
DIRECTOR

June 12, 2023

Kelly Russell  
Milestones Child Development Center, LLC  
8270 Broadmoor Avenue, SE  
Caledonia, MI 49316

RE: License #: DC410408025  
Investigation #: 2023D1078001  
Milestones Early Learning - Wilson

Dear Ms. Russell:

I conducted a special investigation because the child care licensing division received information regarding your facility that related to licensing rules or law. The information was related to the following:

- |                |  |
|----------------|--|
| R 400.8131(10) | Professional development requirements. |
| R 400.8161(5)  | Emergency procedures.                  |
| R 400.8161(6)  | Emergency procedures.                  |
| R 400.8161(7)  | Emergency procedures.                  |
| R 400.8161(8)  | Emergency procedures.                  |

The details of the information are in the attached report. To investigate:

- I interviewed: program director
- I completed on-site inspections on the following dates: 12/19/2022.

As a result of this investigation, I found the following violation(s):

**R 400.8161(7) Emergency procedures.**

I recommend no change to the current license status.

Due to the violations, you must send us a corrective action plan by 06/30/2023. 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.

During this special investigation:	Yes	No
A rule or law violation was found and a serious injury or death occurred.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
A rule or law violation was found and abuse and/or neglect of a child occurred.	<input type="checkbox"/>	<input checked="" type="checkbox"/>

This report and any related corrective action plans must be filed in your licensing notebook. This report and any related corrective action plans will be online for parents to review under the [Statewide Search for Licensed Child Care Centers and Homes](#).

Please review the enclosed documentation for accuracy and 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.

Sincerely,



Dawnita M. Diaz, Licensing Consultant  
 Child Care Licensing Bureau  
 611 W. Ottawa St.  
 P.O. Box 30664  
 Lansing, MI 48909  
 (616) 402-9376

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
CHILD CARE LICENSING BUREAU  
SPECIAL INVESTIGATION REPORT**

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	DC410408025
<b>Investigation #:</b>	2023D1078001
<b>Complaint Receipt Date:</b>	12/14/2022
<b>Investigation Initiation Date:</b>	12/19/2022
<b>Report Due Date:</b>	02/12/2023
<b>Licensee Name:</b>	Milestones Child Development Center, LLC
<b>Licensee Address:</b>	8270 Broadmoor Avenue, SE Caledonia, MI 49316
<b>Licensee Telephone #:</b>	(616) 942-5002
<b>Administrator:</b>	Kelly Russell, Designee
<b>Licensee Designee:</b>	Kelly Russell, Designee
<b>Name of Facility:</b>	Milestones Early Learning - Wilson
<b>Facility Address:</b>	4075 64th Street Wyoming, MI 49418
<b>Facility Telephone #:</b>	(616) 202-7896
<b>Original Issuance Date:</b>	08/25/2021
<b>License Status:</b>	REGULAR
<b>Effective Date:</b>	02/25/2022
<b>Expiration Date:</b>	02/24/2024
<b>Capacity:</b>	180
<b>Program Type:</b>	CHILD CARE CENTER

**II. ALLEGATION(S)**

	<b>Violation Established?</b>
Child care staff members do not have CPR certification.	No
Over the past year, there have been no emergency drills or staff training on emergency drills.	Yes

**III. METHODOLOGY**

12/14/2022	Special Investigation Intake 2023D1078001
12/19/2022	Special Investigation Initiated - On Site Unannounced on-site inspection 10:05am-10:57am met with Lauren Clark, program director
12/19/2022	Exit Conference Discussed violations with Lauren Clark, program director, technical assistance provided

**ALLEGATION: Child care staff members do not have CPR certification.**

**INVESTIGATION:**

On 12/19/2022 I conducted an unannounced on-site inspection to the facility. I met with Lauren Clark, program director, regarding the reported allegations. Ms. Clark stated she has 25 child care staff members, of those 25, 8 have been employed more than 90 days. All staff have CPR training as they previously had certification however it is not currently valid. The licensed facility has 50% of the staff with valid CPR certification.

<b>APPLICABLE RULE</b>	
<b>R 400.8131</b>	<b>Professional development requirements.</b>
	(10) All child care staff members who work directly which children are required to be trained in first aid and pediatric, child, and adult cardiopulmonary resuscitation (CPR) within 90 days of being hired. Prior to issuing a license to operate a child care center, and prior to the renewal of a license, the department shall verify that at least 50% of the child care staff members who work directly with children are currently certified in first aid and pediatric, child, and adult CPR. Each of these child care staff

	member's first aid and CPR certificates must be valid and retained on file in the center.
<b>ANALYSIS:</b>	Lauren Clark, program director, has the child care staff members with CPR training and at least 50% of the staff with CPR certification.
<b>CONCLUSION:</b>	<b>VIOLATION NOT ESTABLISHED</b>

**ALLEGATION:** Over the past year, there have been no emergency drills or staff training on emergency drills.

**INVESTIGATION:**

On 12/19/2022 at the time of the unannounced on-site inspection I asked Ms. Clark about the allegation that emergency drills are not practiced or documented. She explained she has conducted emergency drills; however, she has not kept a log of them.

On 12/19/2022 at the time of the on-site inspection Ms. Clark was not able to provide me with verification of training for staff on emergency procedures. She told me all staff are trained in this area as part of their new staff orientation. On 12/22/2022 Ms. Clark emailed me verification of completed training for staff on emergency procedures on 09/15/2022 through Secure Education Consultants.

<b>APPLICABLE RULE</b>	
<b>R 400.8161</b>	<b>Emergency procedures.</b>
	(5) A fire drill program, consisting of at least 1 fire drill quarterly, must be established and implemented.
<b>ANALYSIS:</b>	Lauren Clark stated she has conducted fire drills as required under the rule.
<b>CONCLUSION:</b>	<b>VIOLATION NOT ESTABLISHED</b>

<b>APPLICABLE RULE</b>	
<b>R 400.8161</b>	<b>Emergency procedures.</b>
	(6) A tornado drill program, consisting of at least 2 tornado drills between the months of March through November, must be established and implemented.

<b>ANALYSIS:</b>	Lauren Clark stated she has conducted tornado drills as required under the rule.
<b>CONCLUSION:</b>	<b>VIOLATION NOT ESTABLISHED</b>

<b>APPLICABLE RULE</b>	
<b>R 400.8161</b>	<b>Emergency procedures.</b>
	(7) A written log indicating the date and time of fire and tornado drills must be kept on file at the center.
<b>ANALYSIS:</b>	On 12/19/2022 Lauren Clark, program director, told me there was no log indicating the date and time of fire and tornado drills.
<b>CONCLUSION:</b>	<b>VIOLATION ESTABLISHED</b>

<b>APPLICABLE RULE</b>	
<b>R 400.8161</b>	<b>Emergency procedures.</b>
	(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.
<b>ANALYSIS:</b>	Lauren Clark, program director, has had staff trained twice a year on emergency procedures.
<b>CONCLUSION:</b>	<b>VIOLATION NOT ESTABLISHED</b>

**IV. RECOMMENDATION**

Upon the receipt of an acceptable written plan of correction I recommend the status of the license remains unchanged.



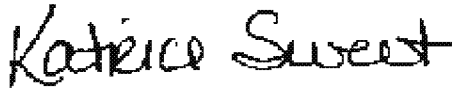
02/02/2023

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Dawnita M. Diaz  
Licensing Consultant

Date

Approved By:



06/12/2023

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Katrice Sweet  
Area Manager

Date