



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

March 6, 2023

Donna Grodus
True North Community Services
PO Box 149
6308 S. Warner Ave.
Fremont, MI 49412

RE: License #: DC430400561
Project FOCUS @ Baldwin Junior High School
525 4th St.
Baldwin, MI 49304

Dear Ms. Grodus:

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 3/1/2023, I found 12 violations. The violations are listed below and explained in the attached report:

R 400.8131(11)	Professional development
R 400.8134(4)	Hand washing
R 400.8143(1)	Children's records
R 400.8161(1)(a)	Emergency procedures
R 400.8161(1)(b)	Emergency procedures
R 400.8161(1)(c)	Emergency procedures
R 400.8161(1)(d)	Emergency procedures
R 400.8161(2)(d)	Emergency procedures
R 400.8161(2)(e)	Emergency procedures
R 400.8161(2)(f)	Emergency procedures
R 400.8161(2)(h)	Emergency procedures
R 400.8385	Poisonous or toxic materials

Due to the violations, you must send us a corrective action plan by 3/26/2023. 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,



Linda Strube, Licensing Consultant
Bureau of Community and Health Systems
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(231) 215-4608

enclosure

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

I. IDENTIFYING INFORMATION

License #:	DC430400561
Licensee Name:	True North Community Services
Licensee Address:	PO Box 149 6308 S. Warner Ave. Fremont, MI 49412
Licensee Telephone #:	(231) 924-0641
Licensee/Designee:	Donna Grodus, Designee
Name of Facility:	Project FOCUS @ Baldwin Junior High School
Facility Address:	525 4th St. Baldwin, MI 49304
Facility Telephone #:	(231) 519-3393
Original Issuance Date:	10/04/2019
Capacity:	72
Age Range:	Ages 5 years 0 months Thru 12 years
Program Components:	TRANSPORTATION SCHOOL AGE FOOD SERVICE

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 03/01/2023
Date of Environmental Health Inspection: N/A
Date of Fire Safety Inspection: BCAL-5043 signed by superintendent
Date of Lead Hazard Risk Assessment, if applicable: N/A – school age program
Date of Documentation of Playground Compliance, if applicable: N/A school age Program.

	No. of Records Reviewed	
No. of children enrolled in care	60	20
No. of staff employed	5	5
No. of volunteers	0	0
No. of children present at time of inspection	28	
No. of staff present at time of inspection	4	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	28	
Persons Interviewed:		
Licensee/Licensee Designee	☒	
Program Director	☒	
Caregiving staff	☒	

Approved Child Use Space: Room numbers 208, 215, 201, 207, 212, the cafeteria, library and gymnasium are approved child use space in the elementary school. Room numbers 103, 106, 107, and 304, gymnasium, commons area, and library are approved child use space in the middle school.

Approved Program Director: The approved program director is Ms. Donna Grodus.

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 400.8131 Professional development requirements.

(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.

Ms. Grodus did not ensure that there was verification of all professional development required by this rule was kept on file at the center or online at MiRegistry. There was not a file for Ms. Grodus at the center.

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.

Ms. Grodus did not ensure that guidelines for hand washing were posted in the toilet rooms. There were not handwashing guidelines in the bathrooms in the elementary school.

R 400.8143 Children's records.

(1) At the time of a child's initial attendance, a center shall obtain a child information card, using a form provided by the department or a comparable substitute, that is completed and signed by the child's parent. The center shall keep it on file and accessible in the center.

Ms. Grodus did not ensure that completed child information cards were obtained at the time of a child's initial attendance. Of 20 child information cards reviewed, 20 did not have the date of admission, 3 did not have the employer's name, 5 did not have the employer's phone number, 2 did not have the name of the child's physician, 3 did not have the physician's telephone number, 2 did not have allergy information, and 11 did not have the name of the center.

R 400.8161 Emergency procedures.

(1) Written procedures for the care of children and staff for each of the following emergencies must be developed and implemented:

(a) Fire.

R 400.8161 Emergency procedures.

(1) Written procedures for the care of children and staff for each of the following emergencies must be developed and implemented:

(b) Tornado.

Ms. Grodus did not ensure that written procedures for the care of children and staff were developed and implemented for tornados. This was not posted in room #212.

R 400.8161 Emergency proceudres.

(1) Written procedures for the care of children and staff for each of the following emergencies must be developed and implemented:

(c) Other natural or man-made disasters.

Ms. Grodus did not ensure that written procedures for the care of children and staff were developed and implemented for other natural or man-made disasters. This was not posted in room #212.

R 400.8161 Emergency procedures.

(1) Written procedures for the care of children and staff for each of the following emergencies must be developed and implemented:

(d) Serious accident, illness, or injury.

Ms. Grodus did not ensure that written procedures for the care of children and staff were developed and implemented for serious accident, illness, or injury. This was not posted in room #212.

R 400.8161 Emergency procedures.

(2) The written procedures must include all of the following:

(e) A plan for contacting parents and reuniting families.

Ms. Grodus did not ensure that written procedures included a plan for contacting parents and reuniting families.

R 400.8161 Emergency procedures.

(2) The written procedures must include all of the following:

(f) A plan for how each child with special needs will be accommodated during each type of emergency.

Ms. Grodus did not ensure that written procedures included a plan for how each child with special needs will be accommodated during each type of emergency.

R 400.8161 Emergency procedures.

- (2) The written procedures must include all of the following:
 - (h) A plan for how children with chronic medical conditions will be accommodated during each type of emergency.

Ms. Grodus did not ensure that written procedures included a plan for how children with chronic medical conditions will be accommodated during each type of emergency.

R 400.8385 Poisonous or toxic materials.

Containers of poisonous or toxic materials must be clearly labeled for easy identification of contents and stored out of reach of children.

Ms. Grodus did not ensure that poisonous or toxic materials were stored out of the reach of children. There were cleaning supplies accessible to children in the elementary school rooms.

IV. RECOMMENDATION

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



03/06/2023

Linda Strube
Licensing Consultant

Date