



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

January 10, 2023

Sandra Ludwig
Manistee Area Public Schools
550 Maple Street
Manistee, MI 49660

RE: License #: DC510411915
MAPS Preschool
515 Bryant Ave
Manistee, MI 49660

Dear Ms. Ludwig and Ms. Brown:

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 12/15/2022, I found 5 violations. The violations are listed below and explained in the attached report:

R 400.8131(10)	Professional development requirements
R 400.8143(1)	Children's records
R 400.8143(3)(a)	Children's records
R 400.8161(4)	Emergency procedures
R 400.8173(2)	Equipment

Due to the violations, you must send us a corrective action plan by 1/30/2023. 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 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 #:	DC510411915
Licensee Name:	Manistee Area Public Schools
Licensee Address:	550 Maple Street Manistee, MI 49660
Licensee Telephone #:	(231) 723-3521
Licensee/Designee:	Sandra Ludwig and Amy Brown, Designee
Name of Facility:	MAPS Preschool
Facility Address:	515 Bryant Ave Manistee, MI 49660
Facility Telephone #:	(231) 398-3758
Original Issuance Date:	06/02/2022
Capacity:	100
Age Range:	Ages 3 years 0 months Thru 17 years
Program Components:	GSRP PRESCHOOL SCHOOL AGE BEFORE/AFTER SCHOOL

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 12/15/2022
Date of Environmental Health Inspection: 03/15/2022
Date of Fire Safety Inspection: 04/12/2022
Date of Lead Hazard Risk Assessment, if applicable: 06/14/2022
Date of Documentation of Playground Compliance, if applicable:

No. of Records
Reviewed

No. of children enrolled in care
No. of staff employed
No. of volunteers
No. of children present at time of inspection
No. of staff present at time of inspection
No. of volunteers present at time of inspection
No. of children interviewed/observed

Persons Interviewed:	Licensee/Licensee Designee	<input type="checkbox"/>
	Program Director	<input type="checkbox"/>
	Caregiving staff	<input type="checkbox"/>

Approved Child Use Space: GSRP Room #1, GSRP Room #2, Portable classroom, Room #25, Gymnasium, and Ancillary Services Room.

Approved Program Director: The approved program directors are Ms. Amy Brown and Ms. Sandra Ludwig

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.

(10) All child care staff members who work directly with 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.

Ms. Amy Brown did not ensure that all staff members who work directly with children completed first aid and pediatric, child, and adult CPR. Ms. Manke Brittan completed this training through the National CPR Foundation. This organization is not approved by the department.

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. Amy Brown and Ms. Sandra Ludwig did not ensure that child information cards were completed at the time of each child's initial attendance. Of 15 child information cards reviewed, 2 did not have the date of admission, 1 did not have the employers' names, 2 did not have the employers' phone, and 1 had incomplete allergy information.

R 400.8143

Children's records.

(3) For children under school-age, at the time of a child's initial attendance, a center shall obtain, keep on file, and make accessible in the center 1 of the following:

(a) A certificate of immunization showing a minimum of 1 dose of each immunizing agent specified by the department of health and human services (DHHS).

Ms. Amy Brown did not ensure that all children under school-age, at the time of a child's initial attendance, a certificate of immunization showing a minimum of 1 dose of each immunizing agent specified by the Department of Health and Human Services. Of 15 child files reviewed, 1 child's immunization record did not show any completed immunizations.

R 400.8161 Emergency procedures.

(4) The crisis management plan required by subrule (2) of this rule must be maintained in a place known and easily accessible to all personnel.

Ms. Amy Brown did not ensure that the crisis management plan was maintained in a place known and easily accessible to all personnel. The child care staff member working in the GSRP classroom did not know the location of the crisis management plan.

R 400.8173 Equipment.

(2) The current list of unsafe children's products that is provided by the department must be conspicuously posted in the center, as required by section 15 of the children's product safety act, 2000 PA 219, MCL 722.1065.

Ms. Amy Brown did not ensure that the current list of unsafe children's products was conspicuously posted in the center. There CPSC recall list was not posted in the GSRP 1 and 2 classrooms.

IV. RECOMMENDATION

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

Linda Strube

01/10/2023

Linda Strube
Licensing Consultant

Date