



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

June 9, 2022

Mary Trucks
FiveCAP Inc.
PO Box 37
Scottville, MI 49454

RE: License #: DC530411032
Ludington Area FiveCAP Head Start Center
5771 W. Bryant Road
Ludington, MI 49431

Dear Ms. Trucks:

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](#).

As a result of the renewal inspection on 06/09/2022, I did not find any rule or law violations. You will receive your regular license in the mail.

During calendar year 2021:	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,

Amanda Wendell

Amanda Wendell, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(231) 492-5410

enclosure

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

I. IDENTIFYING INFORMATION

License #:	DC530411032
Licensee Name:	FiveCAP Inc.
Licensee Address:	302 North Main Street Scottville, MI 49454
Licensee Telephone #:	(231) 757-3785
Licensee/Designee:	Mary Trucks, Designee
Name of Facility:	Ludington Area FiveCAP Head Start Center
Facility Address:	5771 W. Bryant Road Ludington, MI 49431
Facility Telephone #:	(231) 425-4704
Original Issuance Date:	12/22/2021
Capacity:	60
Age Range:	Ages 2 years 6 months Thru 5 years 0 months
Program Components:	HEAD START

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 06/09/2022
Date of Environmental Health Inspection: N/A
Date of Fire Safety Inspection: 04/21/2022
Date of Lead Hazard Risk Assessment, if applicable: N/A
Date of Documentation of Playground Compliance, if applicable: 11/17/2021

		No. of Records Reviewed
No. of children enrolled in care	40	10
No. of staff employed	5	5
No. of volunteers	0	0
No. of children present at time of inspection	11	
No. of staff present at time of inspection	3	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	11	

Persons Interviewed:	Licensee/Licensee Designee	☐
	Program Director	☒
	Caregiving staff	☒

Approved Child Use Space: Rooms 4, 6, 8, and the Extended Learning Area in
Ludington Elementary School
Approved Program Director: Bernadine Niemieć-Rosales
Approved Central Administrator: none
Approved Variances: no
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.

At the time of the onsite inspection, there was one section of Head Start preschool in attendance. I observed children eating breakfast, engaging in circle time, and choice time. I also observed toileting and hand washing. Interactions between children and staff were positive.

The facility is in compliance with all applicable rules and statutes.

During the exit conference, technical assistance/consultation was provided regarding the following:

- I reminded Ms. Niemiec-Rosales that fire drills must be completed at least every three months.
- The licensing notebook is located in one classroom. I reminded Ms. Niemiec-Rosales that this must be in a place accessible to parents, and we discussed options for relocating it to the main parent board in the foyer.
- The CPSC recall list in two classrooms was outdated. Ms. Niemiec-Rosales will hang the updated list.
- Emergency procedures are not currently posted in the Extended Learning Area. I requested that a copy of the procedures be posted in this area.
- The water temperature in one hand washing sink only measured 87 degrees Fahrenheit. The water temperature should be between 100-120 degrees Fahrenheit.
- Ms. Lisa Fisher's TB test results are not in her onsite file. She will ensure that a copy is placed in the file.

IV. RECOMMENDATION

I recommend renewal of this child care center license.

Amanda Wendell

06/09/2022

Amanda Wendell
Licensing Consultant

Date