



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

May 1, 2023

Trisha Kwant
Clubhouse Childcare Services LLC
10565 Northland Drive
Big Rapids, MI 49307

RE: License #: DC540413431
Huntley's Clubhouse Preschool & School Age Center
14514 220th Ave
Big Rapids, MI 49307

Dear Ms. Kwant:

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 4/20/2023, I found 1 violation. The violation is listed below and explained in the attached report:

R 400.8131(3) Professional development requirements.

Due to the violations, you must send us a corrective action plan by 5/20/2023. 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,



Sara Schalk, Licensing Consultant
 Child Care Licensing Bureau
 611 W. Ottawa Street
 P.O. Box 30837
 Lansing, MI 48909
 (231)340-2730

enclosure

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

I. IDENTIFYING INFORMATION

License #:	DC540413431
Licensee Name:	Clubhouse Childcare Services LLC
Licensee Address:	10565 Northland Drive Big Rapids, MI 49307
Licensee Telephone #:	
Licensee/Designee:	Trisha Kwant, Designee
Name of Facility:	Hunley's Clubhouse Preschool & School Age Center
Facility Address:	14514 220th Ave Big Rapids, MI 49307
Facility Telephone #:	(231) 629-8153
Original Issuance Date:	09/14/2022
Capacity:	60
Age Range:	Ages 2 years 6 months Thru 5 years 0 months Ages 6 years Thru 12 years
Program Components:	

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 04/20/2023
Date of Environmental Health Inspection: N/A
Date of Fire Safety Inspection: 09/07/2022
Date of Lead Hazard Risk Assessment, if applicable: N/A
Date of Documentation of Playground Compliance, if applicable: N/A

		No. of Records Reviewed
No. of children enrolled in care	84	10
No. of staff employed	8	6
No. of volunteers	0	0
No. of children present at time of inspection	22	
No. of staff present at time of inspection	3	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	22	
Persons Interviewed:	Licensee/Licensee Designee	☒
	Program Director	☒
	Caregiving staff	☒

Approved Child Use Space: The building consists of one large child care area that is approved for child use space.

Approved Program Director: Trisha Kwant

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.

When I arrived for the onsite inspection, the children were engaged in free play. I observed the children playing with a variety of activities such as board games and blocks. I also observed outdoor play and parent pick up. Child care staff members provided appropriate care and supervision.

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.

(3) Before caring for children, all child care staff members and unsupervised volunteers who work directly with children shall be trained on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect.

At the onsite inspection there was a child care staff member caring for children, but did not have the required trainings needed before caring for children.

During the exit conference I provided technical assistance/consultation on the following:

- Posting no smoking/no vaping sign.
- Having staff files accessible onsite.

IV. RECOMMENDATION

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

Sara Schalk

05/01/2023

Sara Schalk
Licensing Consultant

Date