



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

November 13, 2020

Susan Mulvey
White Lake Area Community Education
541 E Slocum St
Whitehall, MI 49461

RE: License #: DC610261714
WLACE RP Twin Lake Elementary
3175 Fifth Street
Twin Lake, MI 49457

Dear Mrs. Mulvey:

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 11/12/2020, I found 12 violations listed below and explained in the attached report: listed below and explained in the attached report:

- | | |
|-------------------------|--|
| R 400.8110 (12)(a) | Applicant; licensee; licensee designee; requirements |
| R 400.8110 (4) | Applicant; licensee; licensee designee; requirements |
| R 400.8112 (2)(b) | Comprehensive background check; fingerprinting |
| R 400.8125 (4) | Staff; volunteer; requirements |
| R 400.8125 (5)(a)(b)(c) | Staff; volunteer; requirements |
| R 400.8128 | Staff; volunteer; tuberculosis |
| R 400.8131 (3) | Professional development requirements |
| R 400.8131 (4) | Professional development requirements |
| R 400.8305 (2)(b) | Plan review; approval; inspections |
| R 400.8320 (1) | Food preparation |
| R 400.8325 (1) | Sanitization |
| R 400.8335 (8)(a) | Food services and nutrition; provided by center |

Due to the violations, you must send us a corrective action plan by 12/3/2020. 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.**

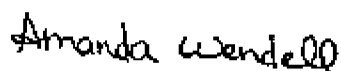
Upon receipt of an acceptable corrective action plan, a regular license will be issued. You will receive it in the mail.

During calendar year 2019:	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 (616) 356-0183.

Per MCL 722.113g, this report and any related corrective action plans must be filed in your Licensing Notebook.

Sincerely,



Amanda Wendell, Licensing Consultant
Bureau of Community and Health Systems
2700 Baker St.
P.O. Box 4290
Muskegon Heights, MI 49444
(231) 492-5410

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF COMMUNITY AND HEALTH SYSTEMS
RENEWAL INSPECTION REPORT**

I. IDENTIFYING INFORMATION

License #: DC610261714

Licensee Name: White Lake Area Community Education

Licensee Address: 541 E Slocum St
Whitehall, MI 49461

Licensee Telephone #: (231) 766-3443

Licensee/Designee: Susan Mulvey, Designee

Name of Facility: WLACE RP Twin Lake Elementary

Facility Address: 3175 Fifth Street
Twin Lake, MI 49457

Facility Telephone #: (231) 893-1091

Original Issuance Date: 12/30/2003

Capacity: 23

Age Range: Ages 2 years 6 months Thru 12 years

Program Components: SCHOOL AGE
BEFORE/AFTER SCHOOL

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 11/12/2020
 Date of Environmental Health Inspection: OVERDUE
 Date of Fire Safety Inspection: 09/22/2020
 Date of Lead Hazard Risk Assessment, if applicable:
 Date of Documentation of Playground Compliance, if applicable: N/A

		No. of Records Reviewed	
No. of children enrolled in care	32	10	
No. of staff employed	3	3	
No. of volunteers	0	0	
No. of children present at time of inspection	12		
No. of staff present at time of inspection	2		
No. of volunteers present at time of inspection	0		
No. of children interviewed/observed	12		
Persons Interviewed:	Licensee/Licensee Designee	<input type="checkbox"/>	
	Program Director	<input type="checkbox"/>	
	Caregiving staff	<input checked="" type="checkbox"/>	

Approved Child Use Space: Room 6, gym, library
 Approved Program Director: Dawn Lynn
 Approved Central Administrator: Tom Moore
 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 400.8110 Applicant; licensee; licensee designee; requirements.

(12) The following records must be retained and available to the department:

(a) The name, address, and telephone number for each child enrolled and each employee for at least 2 years after the individual leaves the center.

Ms. Perysian did not have child care staff member Jennifer Barton's name, address, and telephone number on file.

R 400.8110 Applicant; licensee; licensee designee; requirements.

(4) There must be a licensing notebook on the premises that includes all licensing inspection and special investigation reports and related corrective action plans for the last 5 calendar years, and a summary sheet outlining the documents contained in the notebook. The notebook must be in a place accessible to parents and prospective parents at all times during the center's normal hours of operation.

There was no licensing notebook onsite any place accessible to parents and prospective parents. Acting program director Ms. Leanne Perysian could not locate the licensing notebook at the time of the onsite inspection.

R 400.8112 Comprehensive background check; fingerprinting.

(2) An applicant or licensee shall do all of the following:

(b) Maintain a copy of the completed and signed form or forms for each individual entered into the child care background check system under the license.

Ms. Mulvey did not ensure that all comprehensive background check consent and disclosure forms are maintained onsite. Ms. Barton's consent and disclosure form was not onsite.

R 400.8125 Staff; volunteer; requirements.

(4) A licensee shall have a written policy regarding screening and supervision of staff and volunteers, including volunteers who are parents of a child in care. The policy must include a statement that any individual registered on the public sex offender registry (PSOR) is prohibited from having contact with any child in care.

Ms. Mulvey did not ensure that the center's written screening policy includes that any individual registered on the PSOR is prohibited from having contact with children in care.

R 400.8125 Staff; volunteer; requirements.

(5) A written statement must be signed and dated by staff and volunteers at the time of hiring or before volunteering indicating all of the following information:

(a) The individual is aware that abuse and neglect of children is against the law.

(b) The individual has been informed of the center's policies on child abuse and neglect.

(c) The individual knows that all staff and volunteers are required by law to immediately report suspected abuse and neglect to children's protective services.

Ms. Mulvey did not ensure that all staff sign the above statement. Ms. Barton did not have this document on file.

R 400.8128 Staff; volunteer; tuberculosis.

A center shall keep on file at the center evidence to verify that each child care staff member and each volunteer who has contact with children at least 4 hours per week for more than 2 consecutive weeks is free from communicable tuberculosis (TB). Verification of TB status is required within 1 year before employment or volunteering.

Ms. Mulvey did not ensure that all staff have documentation on file at the center showing freedom from TB. Ms. Barton did not have this documentation on file.

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.

Ms. Mulvey did not ensure that all child care staff members complete the required training prior to caring for children. Neither Ms. Perysian nor Ms. Barton has completed this training.

R 400.8131 Professional development requirements.

(4) Before unsupervised contact with children, all child care staff members who work directly with children shall complete prevention and control of infectious disease training, including immunizations.

Ms. Mulvey did not ensure that all child care staff members complete the required training prior to having unsupervised contact with children. Neither Ms. Perysian nor Ms. Barton has completed this training.

R 400.8305 Plan review; approval; inspections.

(2) An inspection must be conducted by the local health department, and an approval granted indicating compliance with

all of the rules in this part, except R 400.8330, 400.8335, and 400.8340, at all of the following times:

(b) Every 2 years, at the time of renewal, if the center has a private well or septic.

Ms. Mulvey did not ensure that an environmental health inspection was completed at the time of renewal.

R 400.8320 Food preparation.

(1) Food must be in sound condition, free from spoilage, filth, or other contamination and be safe for human consumption.

Ms. Perysian did not ensure that food is free from spoilage. There was an expired gallon of milk in the refrigerator.

R 400.8325 Sanitization.

(1) All tableware, utensils, food contact surfaces, and food service equipment must be thoroughly washed, rinsed, and sanitized after each use. Multi-purpose tables must be thoroughly washed, rinsed, and sanitized before and after they are used for meals or snacks.

Ms. Perysian did not ensure that all multi-purpose tables are thoroughly washed, rinsed, and sanitized before and after being used for meals and snacks. While present at the center, I observed children transition straight from snack to activities at the table without the table being appropriately cleaned.

R 400.8335 Food services and nutrition; provided by center.

(8) All of the following apply to milk:

(a) Containers must be labeled with the date opened.

Ms. Perysian did not ensure that all milk containers are labeled with the date opened. There was an open, unlabeled gallon of milk in the refrigerator.

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

- Ms. Perysian reported that the center has not completed a fire or tornado drill this school year. I informed her of the required timelines and that the center may not count drills conducted during the school day to meet this requirement.
- When reviewing the center's snack schedule, Thursdays are designated as "center choice". I informed Ms. Perysian that the menu must be updated with what the center chose to serve.
- There was an open container of cream cheese in the refrigerator. I informed Ms. Perysian that anything perishable should be labeled with the date opened.

IV. RECOMMENDATION

Upon receipt of an acceptable corrective action plan, I recommend renewal of this child care center license.

Amanda Wendell

11/13/2020

Amanda Wendell
Licensing Consultant

Date