



STATE OF MICHIGAN
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
 LANSING

GRETCHEN WHITMER
 GOVERNOR

ORLENE HAWKS
 DIRECTOR

September 12, 2022

Jennifer Melton
 11480 Davis St.
 Fenton, MI 48430

RE: License #: DC630091831
 Melton Kidz Klub
 820 Academy
 Holly, MI 48442

Dear Jennifer Melton:

Your Child Care Center license is renewed. It is valid only at your present address and is nontransferable. If you move, please notify us at least 30 days in advance.

You will be receiving the license in the mail. Please review it for accuracy.

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 09/12/2022, I found 2 violation(s) listed below and explained in the attached report:

R400.8131 Professional development requirements.
R400.8131 Professional development requirements.

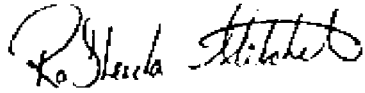
You gave us an acceptable written corrective action plan. We will send you a regular license in the mail.

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 (248) 975-5053.

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

Sincerely,

A handwritten signature in black ink that reads "RaSheeda Mitchell". The signature is written in a cursive style with a large initial "R".

RaSheeda Mitchell, Licensing Consultant
Bureau of Community and Health Systems
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(248) 762-1915

Enclosure

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

I. IDENTIFYING INFORMATION

License#:	DC630091831
Licensee Name:	Jennifer Melton
Licensee Address:	11480 Davis St. Fenton, MI 48430
Licensee Telephone #:	(810) 629-4635
Licensee/Designee:	N/A
Name of Facility:	Melton Kidz Klub
Facility Address:	820 Academy Holly, MI 48442
Facility Telephone #:	(810) 397-5358
Original Issuance Date:	02/09/2000
Capacity:	62
Age Range:	Ages 4 years 9 months Thru 12 years
Program Components:	SCHOOL AGE BEFORE/AFTER SCHOOL

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 09/12/2022
 Date of Environmental Health Inspection: N/A
 Date of Fire Safety Inspection: 08/10/2022
 Date of Lead Hazard Risk Assessment, if applicable:
 Date of Documentation of Playground Compliance, if applicable:

		No. of Records Reviewed	
No. of children enrolled in care	55	15	
No. of staff employed	4	4	
No. of volunteers	0	0	
No. of children present at time of inspection	14		
No. of staff present at time of inspection	1		
No. of volunteers present at time of inspection	0		
No. of children interviewed/observed	14		
Persons Interviewed:	Licensee/Licensee Designee	<input checked="" type="checkbox"/>	
	Program Director	<input checked="" type="checkbox"/>	
	Caregiving staff	<input type="checkbox"/>	

Approved Child Use Space: Room 1, 2, and 3 on the lower level are approved spaces
 Approved Program Director: Jennifer Melton
 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.

(5) Within 90 days of being hired, or the first day as an unsupervised volunteer, all child care staff members and unsupervised volunteers who work directly with children shall complete the following trainings, which may count toward annual professional development hours and are available at MiRegistry:

- (a) Administration of medication.
- (b) Prevention of and response to emergencies due to food and allergic reactions.
- (c) Building and physical premises safety.
- (d) Emergency preparedness and response planning.
- (e) Handling and storage of hazardous materials and appropriate disposal of bio-contaminants.
- (f) Precautions in transporting children, if applicable.
- (g) Child development.

Two (B.M & E.M) of the four staff members were missing the required trainings of this rule.

R 400.8131

Professional development requirements.

(6) All child care staff members who work directly with children shall complete 16 clock hours of professional development annually on topics relevant to job responsibilities that include, but are not limited to, any of the following subjects:

- (a) Child development and learning.
- (b) Health, safety, and nutrition.
- (c) Family and community collaboration.
- (d) Program management.
- (e) Teaching and learning.
- (f) Observation, documentation, and assessment.
- (g) Interactions and guidance.
- (h) Child care center administrative rules.

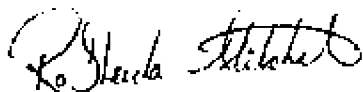
Staff members B.M and C.V did not have the requested 16 trainings hours for 2020 and staff members J.M and B.M did not have the required training hours for 2021.

I provided technical assistance and consultation on the following:

- Repost all required emergency procedures
- Ensure child information cares (admission and special needs) are completed in their entirety.
- Training hours and fire and tornado logs are per calendar year, not school year.

A corrective action plan was requested and approved on 09/12/2022. It is expected that the corrective action plan be implemented within the specified time frames as outlined in the approved plan. A follow-up evaluation may be made to verify compliance. Should the corrections not be implemented in the specified time, it may be necessary to reevaluate the status of your license.

IV. RECOMMENDATION



09/12/2022

RaSheeda Mitchell
Licensing Consultant

Date