



STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

GRETCHEN WHITMER  
GOVERNOR

ORLENE HAWKS  
DIRECTOR

April 14, 2023

Heather Vanaman  
Dixie Baptist Church  
8585 Dixie Highway  
Clarkston, MI 48348

RE: License #: DC630383426  
**Children's Ark Development Center**  
**8585 Dixie Hwy**  
**Clarkston, MI 48348**

Dear Ms. Vanaman:

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 4/4/23, I found 23 violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

- R 400.8110(3)(a) Applicant; licensee; licensee designee; requirements.
- R 400.8112(1)(c) Comprehensive background check; fingerprinting.
- R 400.8113(2)(b) Program director qualifications; responsibilities.
- R 400.8125(1) Staff; volunteer; requirements.
- R 400.8125(4) Staff; volunteer; requirements.
- R 400.8131(5) Professional development requirements.
- R 400.8131(11) Professional development requirements.
- R 400.8131(12) Professional development requirements.
- R 400.8137(1)(d) Diapering; toileting
- R 400.8137(8) Diapering; toileting.
- R 400.8143(6) Children's records.
- R 400.8143(11) Children's records.
- R 400.8152(5) Medication; administrative procedures.
- R 400.8170(11) Outdoor play area.
- R 400.8173(2) Equipment.
- R 400.8173(4)(b) Equipment.
- R 400.8176(17)(b) Sleeping equipment.
- R 400.8182(3)(a) Ratio and group size requirements.

R 400.8320(5) Food preparation.  
 R 400.8330(12) Food services and nutrition generally.  
 R 400.8340(3) Food services and nutrition; provided by parents.  
 R 400.8510(6) Plans and specifications; submission, approval; inspections.  
 R 400.8520(14) Interior finishes.

Due to the violations, you must send us a corrective action plan by 5/4/23. 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.

I recommend issuance of a 1<sup>st</sup> provisional license. If you accept the provisional license, you must sign and return the enclosed waiver form. If you do not accept the provisional license, the matter will be forwarded to the disciplinary unit.

<b>During calendar year 2022:</b>	<b>Total</b>
Number of serious injuries that occurred in facility.	<b>0</b>
Number of deaths that occurred in the facility.	<b>0</b>
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	<b>0</b>

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,



Bagvati Yedur, Licensing Consultant  
 Bureau of Community and Health Systems  
 611 W. Ottawa Street  
 P.O. Box 30664  
 Lansing, MI 48909  
 (248) 736-1869  
 enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	DC630383426
<b>Licensee Name:</b>	Dixie Baptist Church
<b>Licensee Address:</b>	8585 Dixie Highway Clarkston, MI 48348
<b>Licensee Telephone #:</b>	(248) 625-9760
<b>Licensee/Designee:</b>	Heather Vanaman, Designee
<b>Name of Facility:</b>	Children's Ark Development Center
<b>Facility Address:</b>	8585 Dixie Hwy Clarkston, MI 48348
<b>Facility Telephone #:</b>	(248) 625-2270
<b>Original Issuance Date:</b>	07/08/2016
<b>Capacity:</b>	84
<b>Age Range:</b>	Ages Birth Thru 12 years
<b>Program Components:</b>	SCHOOL AGE INFANT/TODDLER

## II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 04/04/2023  
 Date of Environmental Health Inspection: 12/08/2022  
 Date of Fire Safety Inspection: 08/03/2022  
 Date of Lead Hazard Risk Assessment, if applicable: N/A  
 Date of Documentation of Playground Compliance, if applicable: Pending

		No. of Records Reviewed
No. of children enrolled in care	80	10
No. of staff employed	19	6
No. of volunteers	0	0
No. of children present at time of inspection	65	
No. of staff present at time of inspection	16	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	65	
Persons Interviewed:		
Licensee/Licensee Designee	<input checked="" type="checkbox"/>	
Program Director	<input checked="" type="checkbox"/>	
Caregiving staff	<input checked="" type="checkbox"/>	

Approved Child Use Space: Infant room 1, Infant room 2, Toddler room 1, Toddler room 2, K-3 room and K-4 room.  
 Approved Program Director: Heather Vanaman and Jennifer McKenna  
 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 400.8110            Applicant; licensee; licensee designee; requirements.**

**(3) All of the following must be in a place, accessible, and visible to parents:**

**(a) The current license and, if applicable, the letter extending the license beyond the expiration date.**

The letter extending the license beyond the expiration date was not posted with the license.

**R 400.8112            Comprehensive background check; fingerprinting.**

**(1) Pursuant to section 5n of the act, MCL 722.115n, before an individual has unsupervised contact with children, the department shall determine the individual's eligibility to be any of the following:**

**(c) A child care staff member.**

One of the staff members in the toddler room 1 was working with the children without being fingerprinted to determine the individual's eligibility to be a staff member.

**REPEAT VIOLATION ESTABLISHED**

**LSR dated: 6/29/22**

**Corrective Action Plan dated: 6/28/22**

**R 400.8113            Program director qualifications; responsibilities.**

(3) All program directors are responsible for the general management of the center, including the following minimum responsibilities:

(b) administering day-to-day operations including being available to address parent, child, and staff issues.

The program director will be unable to conduct day-to-day operations of the child care center from 8 am to 3 pm since she is also a full time kindergarten teacher in the same building.

**R 400.8125            Staff; volunteer; requirements.**

(1) All staff and volunteers shall provide appropriate care and supervision of children at all times.

The staff member in K-4 classroom allowed a child to go to the bathroom across the hallway and closed the door of the classroom without maintaining a line of sight of the child.

The staff members in Toddler room 1 provided a book to the children and placed the children in the cribs for more than 20 minutes at nap time. None of the children were sleepy and allowed to play in the play area since they had to clean the floor after lunch.

**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.

The volunteer supervision policy did not include a statement that any individual registered on public sex offender registry (PSOR) is prohibited for having contact with any child in care.

**REPEAT VIOLATION ESTABLISHED**

**LSR dated: 6/29/22**

**Corrective Action Plan dated: 6/28/22**

**R 400.8131                    Professional development requirements.**

(11) Verification of all professional development required by this rule must be kept on file at the center or online at MiRegistry. Verification must be issued from the training organization or trainer and include the date of the course, the name of the training organization or trainer, the topic covered, and the number of clock hours. Training hours from MiRegistry also meet this rule.

There was no verification of professional development for four staff members for 2021. There was no documentation for Ms. Hall, Ms. Moses and Ms. Myers. There were thirteen hours documented for Ms. Aderholdt.

**R 400.8131                    Professional development requirements.**

(12) When the department of licensing and regulatory affairs or the department of education publishes a notice that a new health and safety update document or a new health and safety update training activity has been published on MiRegistry, the

licensee shall ensure that all personnel read and acknowledge the document or complete the activity within 6 month of the notice.

Out of the six staff records reviewed, 1 staff member did not complete the health and safety update training published by the MiRegistry for 2021.

**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.

Out of the six staff records reviewed one staff member did not have professional development hours in the above-mentioned topics.

**REPEAT VIOLATION ESTABLISHED**

**LSR dated: 6/29/22**

**Corrective Action Plan dated: 6/28/22**

**R 400.8137 Diapering; toileting.**

(1) Except as provided in subrule (2) of this rule, diapering must occur in a designated diapering area that complies with all of the following:

- (d) Is of sturdy construction with railings or barriers to prevent falls.

The diapering table in the Infant room 2 classroom did not have railings or barrier to prevent falls.

**R 400.8137            Diapering; toileting.**

(8) Disposable gloves, if used for diapering, must only be used once for a specific child and be removed and disposed of in a safe and sanitary manner immediately after each diaper change.

The staff member in toddler room 1 did not change her disposable gloves after each diaper change. She wore the same set of gloves for all the ten children.

**R 400.8143            Children's records.**

(11) A center shall maintain an accurate record of daily attendance at the center that includes each child's first and last name and each child's arrival and departure time. Electronic records may be used. If electronic attendance records are used, then they must be available to the department at the time of an inspection. If the electronic attendance records are not available during an on-site inspection, then the center is in violation of this rule.

The electronic records for the children's attendance were not accurate for the week of 3/20/23 to 3/24/23. There were several records with either no arrival time, departure time or both for certain days.

**R 400.8143            Children's records.**

(6) Within 30 days of a child's initial attendance, a center shall obtain, keep on file, and make accessible in the center a record of a physical evaluation of the child that notes any restrictions and is signed by a physician or the physician's designee...

Out of the ten children's records reviewed, two physical evaluations did not complete the recommendations on the form denoting any activity restrictions.

**R 400.8152            Medication; administrative procedures.**

(5) A child care staff member shall keep all medication out of the reach of children and shall return it to the child's parent or destroy it when the parent determines it is no longer needed or it has expired.

There was one Epi-pen that had expired in March 2023.

**REPEAT VIOLATION ESTABLISHED**

**LSR dated: 6/29/22**

**Corrective Action Plan dated: 6/28/22**

**R 400.8170 Outdoor play area.**

(11) The playground equipment, use zones, and surfacing in the outdoor play area must be inspected by a certified playground safety inspector and an approval granted for playground equipment and areas used before issuance of an original license, upon request of the department, and before using any newly added playground equipment. The center shall provide documentation of the inspection to the department upon request and shall keep it on file at the center.

The outdoor play area had a swing and climbing equipment newly added to the playground without a playground inspection.

**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.

The current list of unsafe children's products provided by the department was not posted at the center.

**R 400.8173 Equipment.**

(4) Play equipment, materials, and furniture, must be all of the following:

(b) Safe, clean, and in good repair.

There was a rug placed in the K-3 classroom that was curled up and not in good repair. I observed a child tripping on it during inspection.

**R 400.8176 Sleeping equipment.**

(17) When sleeping equipment and bedding are stored, both of the following apply:

(b) Bedding must not come in contact with other bedding.

The blankets in the toddler 1 classroom were touching each other.

**R 400.8182            Ratio and group size requirements.**

(3) In each room or well-defined space, the maximum group size and ratio of child care staff members to children, including children related to a staff member or the licensee, must be as shown in Table 4:

Age Maximum Group Size	Child Care Staff member to Child Ratio
a) Infants and toddlers, 12 birth until 30 months of age	1 to 4

During my inspection, Toddler room 2 had nine children over the age of 2.5 years and one child under the age of 2.5 years with only two staff members from approximately 10:30 am to noon. The room was out of ratio. The program director indicated that an unexpected child arrived, and they called for an extra staff member who could not make it on time.

**R 400.8320            Food preparation.**

(5) Ready to eat foods must not be prepared or served using bare hands.

The staff member in K-4 classroom served pop tarts for snack to the children with bare hands.

**R 400.8330            Food services and nutrition generally.**

(12) Cereal must not be added to a bottle or beverage container without written parental permission.

Cereal was added to the milk for a toddler in the toddler 1 classroom prior to obtaining written permission from the parent.

**R 400.8340            Food services and nutrition; provided by parents.**

(3) Breast milk, formula, milk, other beverages, and food furnished in a same-day supply must be covered and labeled with the child's first and last name and the date.

Three bottles in the toddler room 1 did not have last names or the date on them. Three bottles in the infant room did not have dates on them.

**REPEAT VIOLATION ESTABLISHED**  
**LSR dated: 6/29/22**  
**Corrective Action Plan dated: 6/28/22**

**R 400.8510            Plans and specifications; submission; approval; inspections.**

(6) Fuel-fired water heaters shall be inspected by a licensed mechanical contractor or a licensed plumbing contractor before issuance of an original license and every 2 years at renewal.

The fuel-fired water heaters were not inspected by a licensed mechanical inspector at the time of renewal inspection. The inspection was completed on 4/6/23.

**R 400.8520            Interior finishes.**

(14) Combustible materials and decorations may be displayed on walls, not to exceed 20% of each wall in each room. Combustible materials and decorations suspended from or near the ceiling are prohibited.

Combustible decorative materials were hanging from the ceiling in K-4 room.

Technical assistance was provided regarding the following:

Using Clorox wipes for cleaning the tables as only the third step.

Toddler daily schedule to be modified.

Moving all the diapering supplies close to the diapering area.

Storage room is not an approved space for children.

Diapering procedures to be posted near every diapering area in Infant room 2 and toddler room 2 diapering areas.

Remove the long cord from the drawers in infant room 2.

Use soap and water for washing hands after meals in the toddler room 1.

Staff orientation to be documented.

#### IV. RECOMMENDATION

Upon receipt of an acceptable corrective action plan, I recommend issuance of 1st provisional license to this child care center.

*Y. B. Yedur*

4/13/23

---

Bagvati Yedur  
Licensing Consultant

Date

*Jacquelin Sharkey*

4/14/2023

---

Jacquelin Sharkey  
Area Manager

Date