



STATE OF MICHIGAN
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
 LANSING

GRETCHEN WHITMER
 GOVERNOR

ORLENE HAWKS
 DIRECTOR

June 4, 2021

Kayla Cox
 Sturgis Public Schools
 107 W. West Street
 Sturgis, MI 49091

RE: License #: DC750341506
Sturgis Great Start School Readiness Program
303 E. Jerolene
Sturgis, MI 49091

Dear Ms. Cox:

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 December 17, 2020, I found eight violation(s) listed below and explained in the attached report:

- R 400.8110(3)(c) Applicant; licensee; licensee designee; requirements.
- R 400.8125(4) Staff; volunteer; requirements.
- R 400.8131(8) Professional development requirements.
- R 400.8143(1) Children's records.
- R 400.8143(6)(c) Children's records.
- R 400.8152(5) Medication; administrative procedures.
- R 400.8161(6) Emergency procedures.
- R 400.8315(1) Food and equipment storage.

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

During calendar year 2019:	Total
Number of serious injuries that occurred in facility.	2
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,

Carrie Harris

Carrie Harris, Licensing Consultant
Bureau of Community and Health Systems
Unit 13, 7th Floor
350 Ottawa, N.W.
Grand Rapids, MI 49503
(269) 615-5617

enclosure

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

I. IDENTIFYING INFORMATION

License #:	DC750341506
Licensee Name:	Sturgis Public Schools
Licensee Address:	107 W. West Street Sturgis, MI 49091
Licensee Telephone #:	(269) 651-1188
Licensee/Designee:	Kayla Cox, Designee
Name of Facility:	Sturgis Great Start School Readiness Program
Facility Address:	303 E. Jerolene Sturgis, MI 49091
Facility Telephone #:	(517) 736-4821
Original Issuance Date:	09/26/2013
Capacity:	72
Age Range:	Ages 3 years 0 months Thru 5 years 11 months
Program Components:	GSRP TRANSPORTATION

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 12/17/2020
 Date of Environmental Health Inspection: 06/04/2013
 Date of Fire Safety Inspection: 10/23/2017
 Date of Lead Hazard Risk Assessment, if applicable: 08/29/2013
 Date of Documentation of Playground Compliance, if applicable: 08/27/2013

		No. of Records Reviewed
No. of children enrolled in care	38	38
No. of staff employed	9	9
No. of volunteers	0	0
No. of children present at time of inspection	34	
No. of staff present at time of inspection	6	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	34	
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: Rooms 101, 102, 103, and 104 on the main level of the building are approved for child care use.

Approved Program Director: Kayla Cox is the approved program director. Ms. Cox was approved on November 6, 2019, and meets the requirements for R 400.8113(9)(a)&(13).

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:

(c) A notice stating that the center requires a comprehensive background check on its employees and unsupervised volunteers.

The center did not post a notice stating that the center requires a comprehensive background check on its employees and unsupervised volunteers.

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 licensee's written policy regarding the screening and supervision of staff and volunteers did not include a statement that any individual registered on the public sex offender registry is prohibited from having contact with any child in care.

R 400.8131 Professional development requirements.

(8) An on-going professional development plan must be developed and implemented to include all the training and professional development required by these rules.

The on-going professional development plan did not include all the training and professional development required by the rules. It stated that CPR/First Aid must be updated every twelve months and did not address the health and safety requirements.

R 400.8143 Children's records.

(1) At the time of a child's initial attendance, a center shall obtain a child information card, using a form provided by the department or a comparable substitute, that is completed and signed by the child's parent. The center shall keep it on file and accessible in the center.

I reviewed 38 child information cards and 12 cards were missing required information such as employer names, employer phone numbers, physician information, allergies/special needs, release information, and signed emergency medical permission.

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. An electronic record from a physician's office will be accepted. The physical evaluation must be performed within 1 of the following time limits:

(c) For preschoolers, within the preceding 12 months.

I reviewed 38 child files and one child file in Room 104 was missing a completed physical evaluation signed by a physician within 30 days of initial attendance. The child started in September 2020.

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.

A bottle of antacids was in a drawer in Room 104 and was within the reach of children.

R 400.8161 Emergency procedures.

(6) A tornado drill program, consisting of at least 2 tornado drills between the months of March through November, must be established and implemented.

A tornado drill was not practiced between March and November 2019.

R 400.8315 Food and equipment storage.

(1) Each refrigerator must have an accurate working thermometer indicating a temperature of 41 degrees Fahrenheit or below.

The refrigerator in Room 101 used for storing children's snacks did not have an accurate working thermometer.

A corrective action plan was requested and approved on 12/17/2020. 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

I recommend issuance of a regular license to this child care center.

Carrie Harris

June 4, 2021

Carrie Harris
Licensing Consultant

Date