



STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

GRETCHEN WHITMER
GOVERNOR

ORLENE HAWKS
DIRECTOR

March 13, 2023

Ellen Russell
533 Denway Dr.
Kalamazoo, MI 49008

RE: License #: DG390354261
Russell Ellen
533 Denway Dr.
Kalamazoo, MI 49008

Dear Ms. Russell:

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 3/9/2023, I found 16 violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

- R 400.1904a(2) Child care staff member; employment requirements.
- R 400.1905(3)(a) Training.
- R 400.1905(3)(c) Training.
- R 400.1905(4) Training.
- R 400.1906(1)(b) Records of a licensee; child care staff member; child care assistant.
- R 400.1906(1)(c) Records of a licensee; child care staff member; child care assistant.
- R 400.1906(1)(g) Records of a licensee; child care staff member; child care assistant.
- R 400.1907(1)(a) Child's records.
- R 400.1907(1)(b) Child's records.
- R 400.1907(3) Child's records.
- R 400.1916(5) Bedding and sleeping equipment.
- R 400.1919(3) Communicable disease; immunization; mental and physical health; physician attestation; tuberculosis.
- R 400.1920(3)(c) Outdoor play area and equipment.
- R 400.1920(5)(a) Outdoor play area and equipment.
- R 400.1932(2) Home maintenance and safety.
- R 400.1941(5) Heat-producing equipment.

Due to the violations, you must send us a corrective action plan by 4/2/2023. 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.

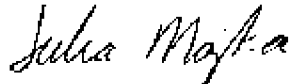
Upon receipt of an acceptable corrective action plan, a regular license will be issued. You will receive it in the mail.

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,



Julia Majka, Licensing Consultant
 Child Care Licensing Bureau
 611 West Ottawa St.
 P.O. Box 30664
 Lansing, MI 48909
 (269) 615-6039

enclosure

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

I. IDENTIFYING INFORMATION

License #:	DG390354261
Licensee Name:	Ellen Russell
Licensee Address:	533 Denway Dr. Kalamazoo, MI 49008
Licensee Telephone #:	(269) 345-5722
Licensee:	N/A
Name of Facility:	Russell Ellen
Facility Address:	533 Denway Dr. Kalamazoo, MI 49008
Facility Telephone #:	(269) 365-6180
Original Issuance Date:	03/28/2014
Capacity:	12
Age Range:	Ages Birth Thru 17 years

II. METHODS OF INSPECTION

Date of On-site Inspection(s): 03/09/2023

		No. of Records Reviewed
No. of children enrolled in care	6	6
No. of assistant caregivers employed	2	2
No. of child care children present at time of inspection	5	
No. of other children present at time of inspection	0	
No. of assistant caregivers present at time of inspection	1	
Licensee present at time of inspection?	Yes	
Persons Interviewed:	Licensee	<input checked="" type="checkbox"/>
	Assistant Caregivers	<input checked="" type="checkbox"/>

Approved child use space: The entire home is approved for use space; however the master bedroom, office, and storage room are approved for Pack N' Play napping only.

Exiting information (including second floor and basement): There are 2 door exits on the main floor.

Approved variances - No Yes Description:

Key Indicator Inspection: Indicate yes or no.

Additional information:

- Pets? No Yes If yes, describe.
Ms. Russell has one dog.
- Hot tubs or spa pool? No Yes If yes, are there appropriate barriers?
- Swimming pool? No Yes If yes, describe pool and barriers.
- Other water hazards? No Yes If yes, describe.
- Fireplace or wood burning stove? No Yes If yes, describe.
- Fireplace/wood burner in use during child care hours? No Yes If yes, describe barriers to protect children from burns.

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

This renewal inspection involved a review of all applicable child care home 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 home's records, including staff records and children's records. Staff records include background checks, medical clearance information, and training information. Children's records include child information cards and child in care statements/receipts.

During the inspection, the child care home was found to be in compliance with all applicable rules and statutes except for the following violations:

R 400.1904a Child care staff member; employment requirements.

- (2) Before caring for children at a child care home, an individual shall provide the licensee with all of the following:
 - (a) A valid certification in infant, child, and adult CPR.
 - (b) A valid certification in first aid.

One child care staff member does not have valid certification in infant, child, and adult CPR or first aid. This should be on file before caring for children.

R 400.1905 Training.

- (3) A licensee shall ensure that child care staff members and child care assistants, prior to caring for children, have training that includes information on all of the following:
 - (a) Safe sleep practices to prevent sudden infant death syndrome.

Two child care staff members have not completed training in safe sleep practices to prevent sudden infant death syndrome prior to caring for children.

R 400.1905 Training.

- (3) A licensee shall ensure that child care staff members and child care assistants, prior to caring for children, have training that includes information on all of the following:
 - (c) Prevention of shaken baby syndrome, abusive head trauma, and child maltreatment.

Two child care staff members have not completed training in prevention of shaken baby syndrome, abusive head trauma, and child maltreatment prior to caring for children.

R 400.1905 Training.

- (4) Within 90 days after receiving a child care license or of being hired at a child care home, a licensee, a child care staff

member, and a child care assistant shall complete training on all of the following topics:

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

Two child care staff members have not completed the required health and safety training within 90 days of hire.

R 400.1906 Records of a licensee; child care staff member; child care assistant.

(1) A licensee shall maintain a file for each child care staff member and each child care assistant that includes all of the following:

- (b) Daily records detailing arrival times and departure times at the child care home.

Daily attendance records have not been maintained for child care staff members.

R 400.1906 Records of a licensee; child care staff member; child care assistant.

(1) A licensee shall maintain a file for each child care staff member and each child care assistant that includes all of the following:

(c) A statement signed by a licensed physician or his or her designee that attests to the individual's mental and physical health, and which must be updated as follows:

(i) For an applicant or licensee, within 1 year before issuance of the initial license and at the time of subsequent renewals.

(ii) For a child care staff member and a child care assistant, within 1 year prior to caring for children.

The licensee and two child care staff members do not have a statement signed by a licensed physician or his or her designee that attests to the individual's mental and physical health. This should be on file before caring for children and for each renewal.

R 400.1906 Records of a licensee; child care staff member; child care assistant.

(1) A licensee shall maintain a file for each child care staff member and each child care assistant that includes all of the following:

(g) A written statement, signed and dated by the child care staff member or child care assistant at the time of hiring, indicating all of the following information:

(i) The individual is aware that abuse and neglect of children is unlawful.

(ii) The individual knows that he or she is mandated by law to report child abuse and neglect.

(iii) The individual has received a copy of the licensee's discipline policy.

Two child care staff members do not have written statements signed and dated regarding abuse and neglect requirements.

R 400.1907 Child's records.

(1) Prior to a child's initial attendance, a licensee shall obtain the following documents:

(a) A completed child information card on a form provided by the department or a comparable substitute approved by the department.

Three out of six enrolled children do not have a completed child information card on file. This should be on file before initial attendance.

R 400.1907 Child's records.

(1) Prior to a child's initial attendance, a licensee shall obtain the following documents:

(b) A child in care statement or receipt using a form provided by the department and signed by the parent certifying all of the following:

(i) Receipt of a written disciplinary policy.

(ii) Condition of the child's health.

(iii) Acknowledgement that the parent has been offered either a copy of the licensing rules for a child care home or has been given the website for an electronic copy of these rules.

(iv) Agreement as to who will provide food for the child.

(v) Acknowledgement that firearms are on the premises, if applicable.

(vi) If the child care home was built prior to 1978, then the licensee shall inform the parents of each child in care and all personnel of the potential presence of lead-based paint or lead dust hazards, unless the licensee maintains documentation from a lead testing professional that the home is lead safe.

Three out of six enrolled children do not have a completed child in care statement on file. This should be on file before initial attendance.

R 400.1907 Child's records.

(3) Dated daily attendance records of children in care must be maintained and include the child's first and last name and the time of arrival and departure. Electronic records may be used. If electronic records are used, they must be available to the department at the time of the inspection. If electronic attendance records are not available during an on-site inspection, the child care home is in violation of this rule.

Daily attendance records have not been maintained for children in care.

R 400.1916 Bedding and sleeping equipment.

(5) Play yard mattresses must be purchased from the manufacturer of the play yard and be manufactured after February 19, 2014. Play yards must meet the Consumer Product Safety Commission safety standards for play yards, 16 CFR part 1221 (2019). Licensees shall comply with this subrule by December 31, 2019. These standards are available at <http://www.cpsc.gov>. They are also available for inspection and distribution at the Michigan Department of Licensing and Regulatory Affairs, Bureau of Community and Health Systems, Child Care Licensing Division, 611 W Ottawa, Lansing, MI 48933-1070.

A Pack N' Play in use was manufactured in 2008. They must be manufactured after 2/19/2014.

R 400.1919 Communicable disease; immunization; mental and physical health; physician attestation; tuberculosis.

(3) An applicant, licensee, child care staff member, child care assistant, and a member of the household who is age 14 or older shall provide written evidence of freedom from communicable tuberculosis (TB) prior to caring for children or living in the child care home.

One child care staff member does not have written evidence of freedom from communicable tuberculosis (TB). This should be done prior to caring for children.

R 400.1920 Outdoor play area and equipment.

(3) A licensee shall provide an adequate and varied supply of outdoor play equipment, materials, and furniture, that is all of the following:
(c) Safe and in good repair.

The outdoor play area is not safe and in good repair. There are multiple containers filled with stagnate water and on the walkway to the play area there is a large pile of pavers and bricks posing a hazard.

R 400.1920 Outdoor play area and equipment.

(5) When swings, climbers, slides, and other similar play equipment with a designated play surface above 30 inches are used, they must:
(a) Not be placed over concrete, asphalt, or a similar surface, such as hard-packed dirt or grass.

There are two slides over 30 inches that are placed over hard packed dirt/grass.

R 400.1932 Home maintenance and safety.

(2) All dangerous and hazardous materials or items must be stored securely and out of the reach of children.

In the bathroom used by child care children there was toothpaste in reach of children and in the kitchen there were laundry detergent pods in reach of children. Both items were moved while onsite.

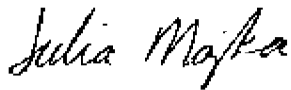
R 400.1941 Heat-producing equipment.

(5) The inspection specified in subrule (4) of this rule must be conducted before the initial license is issued and every 4 years thereafter at the time of license renewal.

The licensee does not have documentation of a furnace and water heater inspection being completed since 2019.

IV. RECOMMENDATION

Upon receipt of an acceptable corrective action plan, I recommend a regular license be issued.



3/13/2023

Julia Majka
Licensing Consultant

Date