



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

April 13, 2022

Kelly Branigan
3491 Old 27 South
Gaylord, MI 49735

RE: License #: DG690399250
To The Moon & Back Childcare
3491 Old 27 South
Gaylord, MI 49735

Dear Ms. Branigan:

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 4/8/2022, I found 11 violations. The violations are listed below and explained in the attached report:

- R 400.1905(1) Training.**
- R 400.1905(2) Training.**
- R 400.1905(7) Training.**
- R 400.1906(1)(c) 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(2) Child's records.**
- R 400.1915(2) Indoor space; play equipment and materials.**
- R 400.1925(2)(a) Comprehensive background check; fingerprinting.**
- R 400.1943(1) Exit requirements for each floor level used by children.**
- R 400.1944(1) Smoke detectors; fire extinguishers.**

You gave us an acceptable written corrective action plan.

I recommend issuance of a first 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, you must notify this office in writing and an administrative hearing will be scheduled. Even if you don't accept the provisional license, you must still send us an acceptable corrective action plan.

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 (517) 284-9730 .

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

Sincerely,

Cheree Riley

Cheree Riley, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(989) 619-1651

enclosure

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

I. IDENTIFYING INFORMATION

License #:	DG690399250
Licensee Name:	Kelly Branigan
Licensee Address:	3491 Old 27 South Gaylord, MI 49735
Licensee Telephone #:	(989) 370-3233
Licensee:	N/A
Name of Facility:	To The Moon & Back Childcare
Facility Address:	3491 Old 27 South Gaylord, MI 49735
Facility Telephone #:	(989) 370-3233
Original Issuance Date:	10/28/2019
Capacity:	12
Age Range:	Ages Birth Thru 17 years

II. METHODS OF INSPECTION

Date of On-site Inspection(s):

03/31/2022

	No. of Records Reviewed	
No. of children enrolled in care	12	12
No. of assistant caregivers employed	1	1
No. of child care children present at time of inspection	7	
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	☒	
Assistant Caregivers	☒	

Approved child use space: The child use space is located on the main level of the home and includes: the kitchen, living room, bathroom and one bedroom (located next to the living room).

Exiting information (including second floor and basement): There are two exits from the home. The first exit is the door located in the kitchen and provides egress to the back yard. The second exit is the door located in the living room and provides egress to the front yard.

Approved variances - ☐ No ☒ Yes Description: R400.1933(1) Water supply; sewage disposal; water temperature. Annual water testing completed by the health department each May. Licensee is responsible to promptly submit the results to the department. If the water is found to be substandard, all water used for child care will be bottled water. At the time extensive changes or repairs are necessary, a new well shall be drilled.

Key Indicator Inspection: no

Additional information:

- Pets? No ☐ Yes ☒ If yes, describe.
There are three dogs in the home, all have supervised contact with the children in care.
- 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 on-site inspection the programming I observed included the following: nap time, toileting and free play.

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 400.1905

Training.

(1) A licensee shall complete not less than 10 clock hours of training each calendar year related to child development, program planning, and administrative management for a child care business, not including CPR, first aid, and infectious disease, including immunizations, training.

Licensee Kelly Branigan completed only two clock hours of training in 2020 and five and a half clock hours in 2021; Ms. Branigan did not complete the 10 clock hours of training required annually.

R 400.1905

Training.

(2) A child care staff member and a child care assistant shall complete not less than 5 clock hours of training each calendar year related to child development and caring for children, not including CPR, first aid, and infectious disease, including immunizations, training.

Child care staff member Claudia Pettis completed only four clock hours of training in 2020; Ms. Pettis did not complete the 5 clock hours of training required annually.

R 400.1905 Training.

(7) CPR and first aid training certification must be maintained according to the expiration dates on the individual's certification cards.

Child care staff member Claudia Pettis did not have current CPR/First Aid certification on file.

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 and at the time of subsequent renewals.

Child care staff member Claudia Pettis did not have an updated medical clearance on file at renewal.

REPEAT VIOLATION ESTABLISHED

LSR Dated 06/17/2020

Corrective Action Plan Dated 06/17/2020

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.

I reviewed 12 child information cards. The following information was missing: (1) date of admission, (3) mother and or father's employer and or employer telephone number, (4) allergies/special needs/special instructions, (3) physician telephone number and (4) permission for emergency medical treatment.

REPEAT VIOLATION ESTABLISHED

Inspection Report Dated 06/02/2021 and LSR Dated 06/17/2020

Corrective Action Plans Dated 06/01/2021 and 06/17/2020

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.

I reviewed 12 child in care statements. The following information was missing: (1) section one was incomplete, (1) section two was incomplete, (2) section three was incomplete, (1) parent signature, and (5) provider signature.

REPEAT VIOLATION ESTABLISHED

Inspection Report Dated 06/02/2021 and LSR Dated 06/17/2020

Corrective Action Plans Dated 06/01/2021 and 06/17/2020

R 400.1907

Child's records.

(2) Records in subrule (1) of this rule must be reviewed and updated annually or when information changes.

Two child information cards and two child in care statements reviewed were not updated annually as required.

REPEAT VIOLATION ESTABLISHED

LSR Dated 06/17/2020

Corrective Action Plan Dated 06/17/2020

R 400.1915 Indoor space; play equipment and materials.

(2) Only space that has received prior approval for child use by the department may be used for child care.

I observed two children sleeping in pack and plays in the master bedroom during the on-site inspection; the master bedroom has not received prior approval for child use by the department.

R 400.1925 Comprehensive background check; fingerprinting.

(2) An applicant or licensee shall do all of the following:
(a) Ensure that each individual who requires an eligibility determination pursuant to subrule (1) of this rule completes, signs, and submits all of the information required in subrule (5) of this rule, and in subrule (6) of this rule if applicable, on a form prescribed by the department. The forms are available on the department's website for the child care background check system, www.michigan.gov/ccbc. The form(s) must be signed and dated prior to the individual's appointment to be fingerprinted.

There was no consent and disclosure form on file for child care staff member Claudia Pettis.

R 400.1943 Exit requirements for each floor level used by children.

(1) A child care home shall have at least 2 remotely located exits for every floor level occupied by children.

There were three child gates in use during the onsite inspection. Each gate was making exits inaccessible to children.

R 400.1944 Smoke detectors; fire extinguishers.

(1) Operable smoke detectors approved by a nationally recognized testing laboratory must be installed and maintained on each floor of the home, including the basement, and in all sleeping areas and bedrooms used by children in care.

There was no smoke detector in the master bedroom where I observed children sleeping during the on-site inspection.

REPEAT VIOLATION ESTABLISHED
LSR Dated 06/17/2020
Corrective Action Plan Dated 06/17/2020

During the exit conference, I provided technical assistance and consultation on the following: diapering and updating emergency plans.

IV. RECOMMENDATION

I recommend issuance of a first provisional license with increased monitoring to this child care group home (capacity12).

Cheree Riley

04/13/2022

Cheree Riley
Licensing Consultant

Date



04/13/2022

Rose A Rafferty
Manager

Date