



STATE OF MICHIGAN
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
 LANSING

GRETCHEN WHITMER
 GOVERNOR

ORLENE HAWKS
 DIRECTOR

June 23, 2020

Tricia Ryan
 Foundation for Behavioral Resources
 600 S Lincoln St
 Augusta, MI 49012

RE: License #: DC390313702
CDC - Forest
5196 Comstock Ave.
Comstock, MI 49048

Dear Ms. Ryan:

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 6/23/2020, I found 2 violations. The violation is listed below and explained in the attached report:

- R400.8110 Applicant; licensee; licensee designee; requirements.
- R400.8143 Children’s records.

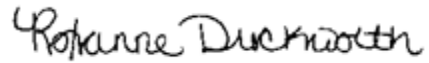
You gave us an acceptable written corrective action plan. We will send you a regular license in the mail.

During calendar year 2019:	Total
Number of serious injuries that occurred in facility.	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 at (269) 568-2686. 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,

A handwritten signature in cursive script that reads "Roxanne Duckworth".

Roxanne Duckworth, Licensing Consultant
Bureau of Community and Health Systems
Child Care Licensing Division
322 E. Stockbridge Ave
Kalamazoo, MI 49001

enclosure

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

I. IDENTIFYING INFORMATION

License #:	DC390313702
Licensee Name:	Foundation for Behavioral Resources
Licensee Address:	600 S Lincoln St Augusta, MI 49012
Licensee Telephone #:	(269) 731-5775
Licensee/Designee:	Tricia Ryan, Designee
Name of Facility:	CDC - Forest
Facility Address:	5196 Comstock Ave. Comstock, MI 49048
Facility Telephone #:	(269) 488-2323
Original Issuance Date:	09/14/2011
Capacity:	86
Age Range:	Ages Birth Thru 12 years
Program Components:	GSRP PRESCHOOL INFANT/TODDLER BEFORE/AFTER SCHOOL

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 06/23/2020
 Date of Environmental Health Inspection: N/A
 Date of Fire Safety Inspection: 12/18/2019
 Date of Lead Hazard Risk Assessment, if applicable: 11/02/2018
 Date of Documentation of Playground Compliance, if applicable: N/A preschool children do not use the commercial equipment.

		No. of Records Reviewed	
No. of children enrolled in care		20	10
No. of staff employed		2	2
No. of volunteers		0	0
No. of children present at time of inspection		12	
No. of staff present at time of inspection		3	
No. of volunteers present at time of inspection		0	
No. of children interviewed/observed		12	
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: The center is located in the Forest Academy school building. Rooms 102, 103, 104, 107, 108, media room, gym, and the cafeteria are approved child use space.

Approved Program Director: The program director is Melissa Goldsberry (Hodges).

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.
	(4) There must be a licensing notebook on the premises that includes all licensing inspection and special investigation reports and related corrective action plans for the last 5 calendar years, and a summary sheet outlining the documents contained in the notebook. The notebook must be in a place accessible to parents and prospective parents at all times during the center's normal hours of operation.
The licensing notebook was missing reports/corrective action plans, including an addendum to the original report, dated 03/14/2019, corrective action plans for special investigation numbers 2020D0208005 and 2020D0208006, and special investigation report, dated 2020D0208009.	
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.
Ten children's records were reviewed. Five child information cards were missing information, including allergy information and date of admission.	

A corrective action plan was requested and approved on 06/23/2020. 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.

Roxanne Duckworth

06/23/2020

Roxanne Duckworth
Licensing Consultant

Date