GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

August 26, 2019

Nancy Forney
Coldwater Free Methodist Church
200 N. Fremont St.
Coldwater, MI 49036

RE: Application #: CR300399870 at Camp Selah
Royal Family KIDS Coldwater
3600 Long Lake Rd
Reading, MI 49274

Dear Mrs. Forney:

Attached is the Original Licensing Study Report for the above referenced facility. You have submitted an acceptable written corrective action plan covering the violations cited in the report. The study has determined substantial compliance with applicable licensing statutes and administrative rules. Therefore, an original license is issued.

Please review the enclosed documentation for accuracy and contact me with any questions. If I am unavailable and you need to speak to someone immediately, please contact the local office at (616)356-0101.

Sincerely,

R Pasman

Becky Pasman, Licensing Consultant
Bureau of Community and Health Systems
322 E. Stockbridge Ave
Kalamazoo, MI 49001
(269) 303-2149

enclosure

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

## I. IDENTIFYING INFORMATION

| | |
|---|---|
| **License Number:** | CR300399870 |
| **Applicant Name:** | Coldwater Free Methodist Church |
| **Applicant Address:** | 200 N. Fremont St.<br>Coldwater, MI 49036 |
| **Applicant Telephone #:** | (517) 278-6822 |
| **Administrator/Licensee Designee:** | Nancy Forney |
| **Name of Camp:** | Royal Family KIDS Coldwater |
| **Name of Site:** | Camp Selah |
| **Site Number:** | SR300200077 |
| **Site Address:** | 3600 Long Lake Rd<br>Reading, MI 49274 |
| **Telephone #:** | (517) 283-2527 |
| **Application Date:** | 05/16/2019 |

| Program Type | Gender | Capacity | From Age | Thru Age |
|---|---|---|---|---|
| Child Camp - Residential | BOTH | 100 | 6 | 12 |

## II. METHODOLOGY

| | |
|---|---|
| 05/16/2019 | Enrollment |
| 05/23/2019 | File Transferred to Field Office |
| 08/09/2019 | Contact - Document Received<br>Policy Manual received for OL review. |
| 08/11/2019 | PSOR on Address Completed |
| 08/15/2019 | Inspection Completed On-site |
| 08/15/2019 | Inspection Completed-BCAL Sub. Compliance |
| 08/16/2019 | Corrective Action Plan Requested |
| 08/25/2019 | Corrective Action Plan Received |
| 08/26/2019 | Corrective Action Plan Approved |
| 08/27/2019 | Contact - Document Sent<br>Corrective Action Plan approval confirmation. |

## III. DESCRIPTION OF FINDINGS & CONCLUSIONS

### A. Physical Description of Facility

Camp Selah is located on Long Lake on the eastern border of Hillsdale County, approximately 11-miles southwest of Hillsdale. With 24 acres of forest, fields, streams, lakefront, its physical structures include a main lodge and a bunkhouse. The program areas include nature trails, a sports field, and a waterfront. The closest medical facility is Hilldale Hospital.

### B. Program Description

This is a faith-based program that provides mentoring experiences for foster care children ages six to twelve. Activities include field sports, swimming, boating, music, crafts, academics, and religious studies. Campers are supervised by adults trained in child development, behavior management, emergency procedures, and individual duties specific to their job.

### C. Rule/Statutory Violations

| | |
|---|---|
| **R 400.11109** | **Staff.** |
| | **(8) A camp shall have a written job description for each staff classification covered by these rules. The job description shall contain all of the following information:**<br>**(a) Duties.**<br>**(b) Qualifications.** |
| Reviewed job descriptions included only duties required for each job classification. | |
| **R 400.11109** | **Staff.** |
| | **(8) A camp shall have a written job description for each staff classification covered by these rules. The job description shall contain all of the following information:**<br>**(d) Lines of authority.** |
| Reviewed job descriptions did not include lines of authority for each job classification. | |

## IV. RECOMMENDATION

**The licensee has submitted an acceptable corrective action plan for the identified citations. Therefore, I recommend issuance of an original license to this child residential camp program.**

R Pasman

8/27/19

Becky Pasman — Date
Licensing Consultant

Approved By:

Russell Misiak

9/11/19

Russell B. Misiak — Date
Area Manager