GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

June 1, 2019

Kaitlin Khomlasaben
Mills Gymnastics Central LLC
13300 Reeck Rd.
Southgate, MI 48195

RE: Application #: CD820398630 and SD820398328
Camp Kalypso
13300 Reeck Rd.
Southgate, MI 48195

Dear Ms. Khomlasaben:

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. In the event that I am not available and you need to speak to someone immediately, please contact Russ Misiak, HFA and Camp Manager, at (616) 356-0769.

Sincerely,

Jarrah Buch-Price

Jarrah Buch-Price, Licensing Consultant
Bureau of Community and Health Systems
322 E. Stockbridge Ave
Kalamazoo, MI 49001
(269) 615-6200

enclosure

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

I. IDENTIFYING INFORMATION

License Number:	CD820398630
Applicant Name:	Mills Gymnastics Central LLC
Applicant Address:	13300 Reeck Rd. Southgate, MI 48195
Applicant Telephone #:	(734) 283-6550
Administrator/Licensee Designee:	Kaitlin Khomlasaben
Name of Camp:	Camp Kalypso
Name of Site:	Mills Gymnastics USA
Site Number:	SD820398328
Site Address:	13300 Reeck Rd. Southgate, MI 48195
Telephone #:	(734) 283-6550
Application Date:	03/04/2019

Program Type	Gender	Capacity	From Age	Thru Age
Child Camp - Day	BOTH	60	5	18

II. METHODOLOGY

03/04/2019	Enrollment
03/08/2019	File Transferred to Field Office to J. Buch
04/30/2019	Inspection Completed On-site
05/22/2019	Inspection Completed-BCAL Sub. Compliance
05/31/2019	Corrective Action Plan Received
06/01/2019	Corrective Action Plan Approved
06/01/2019	Contact - Document Sent CAP approval letter sent.
06/01/2019	Inspection Completed-BCAL Full Compliance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

Camp Kalypso is operated at Mill Gymnastics USA in Southgate, within Wayne County. The facilities utilized by the camp include classrooms, multi-purpose rooms, bathrooms and green space. Field trips are planned throughout the summer to a movie theater, Sea Life Aquarium, Turtle Cove, Toledo Zoo, and Michigan Science Center. The area meets compliance with licensing rules.

B. Program Description

The camp provides care and supervision for children between the ages of five and 18 years of age during the hours of 8:00am-4:00pm for the months of June through August. Parents/guardians may register their children for one to five days per week. The activities that are provided include stem activities, swimming, arts and crafts, gymnastics and field trips. The campers are supervised by adult staff. The camp program is based on the weekly theme. The staff are trained in proper supervision, behavior management, child protection, and program development for age groups. Plans for emergencies, rain, and regular camp operations meet licensing requirements.

C. Rule/Statutory Violations

The facility is in compliance with all applicable rules and statutes except for the following:	
R 400.11109	**Staff.**
	(10) A camp shall ensure that the program content for the pre-camp training is in writing and includes all of the following information: **(a) The camp's philosophy, objectives, policies, and operating procedures.** **(b) Procedures and requirements of these rules related to each staff member's duties.**
Policy manual is missing transportation and aquatics programing therefore staff training pertaining to staff responsibilities in these areas are not addressed in the pre-camp training outline.	
R 400.11119	**Health service policy.**
	(1) A camp shall have and follow a written health service policy that is appropriate to the population served and the environment of the campsite. **(2) A camp shall establish the health service policy in consultation with, and reviewed annually by, a licensed physician.**
The camp did not have a written health service policy.	
R 400.11121	**Health care staff: day camp.**
	(1) A day camp that has less than 20% of its campers with disabilities shall have, at a minimum, an agreement for the provision of emergency medical services with the local emergency services provider or EMT that is within a 5-minute response time, or employ a health officer, as defined in R 400.11122 (1) and (3), who is on duty at the camp during all hours there are campers present.
The camp did not have a letter of agreement with an emergency service provider.	
R 400.11143	**Transportation policy statement; drivers; vehicles.**
	(1) A camp shall establish and follow written policies for program and emergency transportation. The policies shall include all of the following:

	(a) Driver qualifications. **(b) Vehicle inspection and maintenance.** **(c) Camper supervision.** **(d) Emergency evacuation.** **(e) Camper loading and unloading procedures.**
The camp did not have written transportation policies.	
R 400.11401	**High adventure activities; definition; written statement; adult activity leader.**
	(2) For high adventure activities identified in subrule (1) of this rule, and for any activity identified by the licensee as a high adventure activity, the licensee shall develop and assure adherence to a written program statement that covers all of the following: **(a) Activity leader training and experience qualifications.** **(b) Specific staff-to-camper ratio appropriate to the activity.** **(c) Classifications and limitations for camper participation.** **(d) Arrangement, maintenance, and inspection of the activity area.** **(e) Appropriate equipment and the inspection and maintenance of the equipment.** **(f) Safety precautions.**
The camp does not have a written program statement for swimming.	
R 400.11405	**Certified aquatic supervisor.**
	(3) Camps using a public swimming pool that requires lifeguards and is licensed by the Michigan department of environmental quality (MDEQ) shall verify the pool is currently licensed and in compliance with MDEQ standards for lifeguards for public swimming pools. The camp is responsible for complying with R 400.11111, number of staff, to ensure adequate supervision of campers while at an MDEQ licensed swimming pool. If the pool is not required to have lifeguards by MDEQ, the camp shall follow the standards for aquatic supervisors in subrule (2) of this rule.

The camp did not provide a MDEQ license for the off-site aquatic center being used by the camp.	
R 400.11411	**Aquatic procedures.**
	(1) A camp shall classify each camper according to aquatic ability before the camper engages in an aquatic activity. All campers and staff are considered non-swimmers unless tested. **(2) A camp shall not permit a camper to participate in an aquatic activity that requires higher skills than the camper's swimming classification, except during formal instruction.** **(3) A camp shall establish and enforce an accounting system, such as the buddy system, for supervising campers involved in an aquatic activity. The system used shall include all of the following:** **(a) Procedures for camper check-in.** **(b) Procedures for camper check-out.** **(c) The periodic accounting for the whereabouts of each camper by a member of the aquatic staff. Aquatic staff shall conduct checks account for campers at least once every 10 minutes.** **(4) A camp shall establish and follow a written aquatic emergency plan for each aquatic activity. The plan shall cover all of the following areas:** **(a) Rescue procedures and frequency of drills.** **(b) Camper accountability.** **(c) Prompt evacuation.** **(d) Notification of outside emergency services.** **(5) A camp shall use an accounting system as defined in subrule (3) of this rule for supervising camper swimming at sites other than a permanent camp waterfront. One aquatic observer shall assist an aquatic supervisor for every 10 campers or fraction thereof in the water. Aquatic staff shall account for campers at least once every 5 minutes.**
The camp does not have a written aquatic procedures and policies.	

IV. RECOMMENDATION

A corrective action plan for the citations of this report was approved on 6/1/19. I recommend issuance of an original license to this children's day camp

Jarrah Buch-Price

Jarrah Buch-Price
Licensing Consultant

6/1/19
Date

Approved By:

Russell Misiak

Russell B. Misiak
Area Manager

10/9/19
Date