



STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

GRETCHEN WHITMER  
GOVERNOR

ORLENE HAWKS  
DIRECTOR

March 25, 2022

Charlotte Keels  
Kreative Kidz Zone Learning Center  
6061 Rolling Green Drive  
Grand Blanc, MI 48439

RE: License #: DC250409057

RE: SI LOG #: Kreative Kidz Zone Learning Center  
6054 S. Saginaw St  
Grand Blanc, MI 48439

Dear Ms Keels:

This letter is to advise you that the 03/23/2022 corrective action plan you submitted, regarding each rule violation cited in the recently completed Renewal Licensing Study Report, is approved.

You can find a copy of this corrective action approval letter and the associated report on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of each type of report and corrective action plans can be found under [Overview of Licensing Reports](#).

Violation cited	Noncompliance observed	Plan to correct	Date to be completed
R400.8110	A statement visible for parents indicating the center requires a comprehensive background check on its employees and unsupervised volunteers was not posted. Ms. Keels stated this posting was not developed.	A statement for background check posted above license.	02/25/2022
R400.8110	The licensing notebook did not have the original inspection report or the summary sheet.	Added original inspection to licensing notebook and summary sheet added and updated.	02/25/2022
R400.8110	Ms. Keels does not maintain her daily attendance records for herself. Ms. Keels is the	Director daily attendance records kept at the center and filled out daily.	02/25/2022

	identified Program Director at site DC250409057 as well as this license. Ms. Keels states she spends at least 50% of the hours of operation at both sites. This can be up to 18 ½ hours per day.		
R400.8122	Three of the four identified lead caregivers; did not have official transcripts or CEU's on file for verification of qualifications for the lead caregiver position.	Lead caregivers' transcripts on file in their employment folder (student official) & update as required.	04/31/2022
R400.8125	A written screening policy was not developed.	A written screening policy was developed.	02/25/2022
R400.8125	Five of the five staff files reviewed did not have a written statement with the mentioned information in this rule on file.	All staff has signed written abuse/neglect statement.	02/25/2022
R400.8128	Five of the five files reviewed did not have a TB on file. Ms. Keels shared multiple staff members are due to have a TB reading on 02/18/2022.	All staff have had their TB test and kept in employee files.	02/22/2022
R400.8131	Documentation was not on file to verify staff are provided an orientation. I spoke with Ms. Keels about the new staff orientation, and she said orientation is provided, however, the administrative rules are not reviewed with staff.	Signed orientation (handbook & administrative rules) reviewed and signed by each staff member. All new staff will be oriented as part of the hiring process.	02/25/2022
R400.8134	The bathroom used by the toddler and preschool children did not have warm running water. I let the water run for approximately 2 minutes.	Goyette mechanical repaired issue with hot water and monitor monthly.	03/16/2022
R400.8137	The handwashing sink in the infant room adjacent to the diaper changing station was used to rinse out infant bottles.	Utilize infant sink for handwashing only. Staff notified and notice posted.	02/25/2022

R400.8137	A disposable absorbent pad was placed on the changing table. The pad was not removed after each diaper change.	Signs posted to change disposable pads after single use.	02/25/2022
R400.8137	Three diapers were changed, and the changing table was not washed, rinsed, and sanitized after each use.	Staff notified that changing table pad will be washed, rinsed and sanitized after each use.	02/25/2022
R400.8143	When viewed, accurate daily attendance was not maintained. I observed fifteen children signed in but only 14 were present. I also observed four children were signed out for the day, however, three were currently present.	Monitor daily to ensure parents sign in and out properly.	02/25/2022
R400.8143	Three of the sixteen children records reviewed were missing a physical on file.	Reviewed all files and notified parents of gaps and will do quarterly review of student records.	02/28/2022
R400.8146	Sixteen of the sixteen child information records were missing the written documentation that the parent received the written information packet.	Added BCAL-4360 to packets and obtained signatures.	02/28/2022
R400.8176	I observed two infants sleeping on the plastic mattress without a sheet.  I observed multiple cribs with loose fitting sheets.	Staff notified that all cribs must have bottom fitted sheets before child placed in crib and all crib sheets are now fitted to correct mattress size.	02/25/2022
R400.8176	I observed a 7-month-old sleeping in a car seat in a room with the door closed separate from the room the CCSM was in.	Staff retrained that infants will only sleep in approved sleeping equipment.	02/25/2022
R400.8182	Staff member A.T. was working alone when I arrived. Three infants and 2 preschooler were present. A 1 to 4 ratio was not maintained. A second staff	Maintain ratio/group sizes. Will have parents wait in car until staff arrives. Second staff member was late due to car trouble.	02/25/2022

	member arrived approximately 15 minutes after my arrival.		
R400.8182	Staff member A.T. was working alone when I arrived. Three infants and 2 preschooler were present.	Maintain ratio/group sizes. Will have parents wait in car until staff arrives. Second staff member was late due to car trouble.	02/25/2022
R400.8188	Staff member, A.T. placed a sleeping infant in a crib with her coat on.	Will follow safe sleep guidelines as required and ensure infants are sleeping alone (no coats, etc.	02/25/2022
R400.8315	The thermometer in the refrigerator used for storing infant's bottles read 50 degrees Fahrenheit.	Replaced the broken thermometer in refrigerator and will complete random weekly temperature checks.	02/25/2022
R400.8330	I observed staff member, C.K, warming an infant's bottle in the microwave.	Will utilize bottle warmers to heat refrigerated bottles and random daily/weekly checks will be done.	02/25/2022
R400.8340	One refrigerated bottle was not labeled with the child's first and last name and the date. Multiple other refrigerated bottles were labeled with the child's name but no date.	Will ensure parents label bottles and if not, staff does and will check upon arrival.	02/25/2022
R400.8350	The handwashing sink in the infant room near the changing station tested at 129 degrees Fahrenheit.	Goyette Mechanical repaired issue with hot water and will monitor monthly.	03/16/2022

It is expected that the corrective action plan will be implemented within the time frames as outlined in your 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.

The office provides technical assistance to meet the licensing requirements and consultation to improve services. Please contact me with any questions. In the event that I am not available and you need to speak to someone immediately, you may contact the local office at (248) 975-5053.

Sincerely,

A handwritten signature in cursive script that reads "RaSheeda Mitchell".

RaSheeda Mitchell, Licensing Consultant  
Bureau of Community and Health Systems  
611 W. Ottawa Street  
P.O. Box 30664  
Lansing, MI 48909  
(248) 762-1915