



STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

GRETCHEN WHITMER  
GOVERNOR

ORLENE HAWKS  
DIRECTOR

February 24, 2022

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

RE: License #: DC250409057  
Kreative Kidz Zone Learning Center  
6054 S. Saginaw St  
Grand Blanc, MI 48439

Dear Ms. Keels:

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 02/17/2022, I found 24 violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

<b>R400.8110 Applicant; licensee; licensee designee; requirements.</b>
<b>R400.8110 Applicant; licensee; licensee designee; requirements.</b>
<b>R400.8110 Applicant; licensee; licensee designee; requirements.</b>
<b>R400.8122 Lead caregiver; qualifications; responsibilities.</b>
<b>R400.8125 Staff; volunteer; requirements</b>
<b>R400.8125 Staff; volunteer; requirements</b>
<b>R400.8128 Staff; volunteer; tuberculosis.</b>
<b>R400.8131 Professional development requirements.</b>
<b>R400.8134 Hand washing</b>
<b>R400.8137 Diapering; toileting.</b>
<b>R400.8137 Diapering; toileting.</b>
<b>R400.8137 Diapering; toileting.</b>
<b>R400.8143 Children's records.</b>
<b>R400.8143 Children's records.</b>
<b>R400.8146 Information provided to parents.</b>
<b>R400.8176 Sleeping equipment.</b>
<b>R400.8176 Sleeping equipment.</b>
<b>R400.8182 Ratio and group size requirements.</b>
<b>R400.8182 Ratio and group size requirements.</b>

<b>R400.8188 Sleeping, resting, and supervision.</b>
<b>R400.8315 Food and equipment storage.</b>
<b>R400.8330 Food services and nutrition generally.</b>
<b>R400.8340 Food services and nutrition; provided by parents.</b>
<b>R400.8350 Toilets; hand washing sinks.</b>

Due to the violations, you must send us a corrective action plan by 03/10/2022. You can use our [corrective action plan](#) form or create your own.

If you need help writing the corrective action plan, please contact me. If you do not send a corrective action plan, you may face disciplinary action. The corrective action plan must include the following:

- How compliance with each rule will be achieved.
- Who is directly responsible for implementing the corrective action for each violation.
- Specific time frames for each violation as to when the correction will be completed or implemented.
- How continuing compliance will be maintained once compliance is achieved.
- The signature of the responsible party and a date.

Due to the infant safe sleep violation(s), all of your infant child care staff members must take training on infant safe sleep. This must be included in your corrective action plan. In addition, a follow up inspection may be made to check compliance with the infant safe sleep rules.

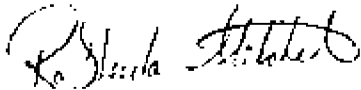
I recommend issuance of a 1<sup>st</sup> provisional license. If you accept the provisional license, you must sign and return the enclosed waiver form. If you do not accept the provisional license, the matter will be forwarded to the disciplinary unit.

<b>During calendar year 2021:</b>	<b>Total</b>
Number of serious injuries that occurred in facility.	<b>0</b>
Number of deaths that occurred in the facility.	<b>0</b>
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	<b>0</b>

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 (248) 975-5053.

**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, appearing to read "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

Enclosure

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

**I. IDENTIFYING INFORMATION**

**License#:** DC250409057

**Licensee Name:** Kreative Kidz Zone Learning Center

**Licensee Address:** 6061 Rolling Green Drive  
Grand Blanc, MI 48439

**Licensee Telephone #:** (414) 334-1683

**Licensee/Designee:** Charlotte Keels, Designee

**Name of Facility:** Kreative Kidz Zone Learning Center

**Facility Address:** 6054 S. Saginaw St  
Grand Blanc, MI 48439

**Facility Telephone #:** (414) 334-1683

**Original Issuance Date:** 08/11/2021

**Capacity:** 45

**Age Range:** Ages Birth Thru 2 years 6 months  
Ages 2 years 6 months Thru 4 years 11 months  
Ages 5 years 0 months Thru 17 years

**Program Components:** TRANSPORTATION  
PRESCHOOL  
SCHOOL AGE  
INFANT/TODDLER  
HEAD START  
FOOD SERVICE

**II. METHODS OF INSPECTION**

Date of On-Site Inspection(s): 02/17/2022  
 Date of Environmental Health Inspection: 07/14/2021  
 Date of Fire Safety Inspection: 06/25/2021  
 Date of Lead Hazard Risk Assessment, if applicable: N/A building was built in 1995  
 Date of Documentation of Playground Compliance, if applicable: 07/21/2021

		No. of Records Reviewed
No. of children enrolled in care		32      16
No. of staff employed		5      4
No. of volunteers		0      0
No. of children present at time of inspection		16
No. of staff present at time of inspection		5
No. of volunteers present at time of inspection		0
No. of children interviewed/observed		16
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 entire center with the exception of the heating room and kitchen area. The space is broken into different age group areas.  
 Approved Program Director: Charlotte Keels  
 Approved Central Administrator: None  
 Approved Variances: No  
 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.**

(3) All of the following must be in a place, accessible, and visible to parents:

(c) A notice stating that the center requires a comprehensive background check on its employees and unsupervised volunteers.

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.

**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 did not have the original inspection report or the summary sheet.

**R 400.8110                    Applicant; licensee; licensee designee; requirements.**

(6) The licensee or licensee designee shall maintain accurate records detailing daily arrival and departure times for each child care staff member, child care aide, and volunteer.

Ms. Keels does not maintain her daily attendance records for herself. Ms. Keels is the 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.

**R 400.8122                    Lead caregiver; qualifications; responsibilities.**

(9) Verification of the education, credentials, and experience of each lead caregiver shall be kept on file at the center or at MiRegistry.

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.

**R 400.8125                    Staff; volunteer; requirements.**

(4) A licensee shall have a written policy regarding screening and supervision of staff and volunteers, including volunteers who are parents of a child in care. The policy must include a statement that any individual registered on the public sex offender registry (PSOR) is prohibited from having contact with any child in care.

A written screening policy was not developed.

**R 400.8125                    Staff; volunteer; requirements.**

(5) A written statement must be signed and dated by staff and volunteers at the time of hiring or before volunteering indicating all of the following information:

(a) The individual is aware that abuse and neglect of children is against the law.

(b) The individual has been informed of the center's policies on child abuse and neglect.

(c) The individual knows that all staff and volunteers are required by law to immediately report suspected abuse and neglect to children's protective services.

Five of the five staff files reviewed did not have a written statement with the mentioned information in this rule on file.

**R 400.8128                    Staff; volunteer; tuberculosis.**

A center shall keep on file at the center evidence to verify that each child care staff member and each volunteer who has contact with children at least 4 hours per week for more than 2 consecutive weeks is free from communicable tuberculosis (TB). Verification of TB status is required within 1 year before employment or volunteering.

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.

**R 400.8131                    Professional development requirements.**

(1) The center shall provide an orientation about the center's policies and practices and these administrative rules for all

personnel hired after the effective date of these rules and before unsupervised contact with children.

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.

**R 400.8134          Hand washing.**

(1) As used in this rule, "hand washing" means to cleanse the hands with soap and warm running water for at least 20 seconds.

The bathroom used by the toddler and preschool children did not have warm running water. I let the water run for approximately 2 minutes.

**R 400.8137          Diapering; toileting.**

(1) Except as provided in subrule (2) of this rule, diapering must occur in a designated diapering area that complies with all of the following:

(b) Is within close proximity to a sink that is used exclusively for hand washing.

The handwashing sink in the infant room adjacent to the diaper changing station was used to rinse out infant bottles.

**R 400.8137          Diapering; toileting.**

(1) Except as provided in subrule (2) of this rule, diapering must occur in a designated diapering area that complies with all of the following:

(c) Has non-absorbent, smooth, easily cleanable surfaces in good repair.

A disposable absorbent pad was placed on the changing table. The pad was not removed after each diaper change.

**R 400.8137          Diapering; toileting.**

(1) Except as provided in subrule (2) of this rule, diapering must occur in a designated diapering area that complies with all of the following:

(f) Is washed, rinsed, and sanitized after each use.

Three diapers were changed, and the changing table was not washed, rinsed, and sanitized after each use.

**R 400.8143 Children's records.**

(11) A center shall maintain an accurate record of daily attendance at the center that includes each child's first and last name and each child's arrival and departure time. Electronic records may be used. If electronic attendance records are used, then they must be available to the department at the time of an inspection. If the electronic attendance records are not available during an on-site inspection, then the center is in violation of this rule.

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.

**R 400.8143 Children's records.**

(6) Within 30 days of a child's initial attendance, a center shall obtain, keep on file, and make accessible in the center a record of a physical evaluation of the child that notes any restrictions and is signed by a physician or the physician's designee. An electronic record from a physician's office will be accepted. The physical evaluation must be performed within 1 of the following time limits:

- (a) For an infant, within the preceding 3 months.
- (b) For toddlers, within the preceding 6 months.
- (c) For preschoolers, within the preceding 12 months.

Three of the sixteen children records reviewed were missing a physical on file.

**R 400.8146 Information provided to parents.**

(2) Written documentation that the parent received the written information packet, as required by subrule (1) of this rule, must be kept on file at the center.

Sixteen of the sixteen child information records were missing the written documentation that the parent received the written information packet.

**R 400.8176            Sleeping equipment.**

(12) A tightly fitted bottom sheet must cover the crib or porta-crib mattress with no additional padding placed between the sheet and mattress.

I observed two infants sleeping on the plastic mattress without a sheet.

I observed multiple cribs with loose fitting sheets.

**R 400.8176            Sleeping equipment.**

(6) Car seats, infant seats, swings, bassinets, and play yards are not approved sleeping equipment.

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.

**R 400.8182(3)(a)    Ratio and group size requirements.**

(3) In each room or well-defined space, the maximum group size and ratio of caregivers to children, including children related to a staff member or the licensee, shall be the following:

(a) For infants and toddlers, there shall be 1 caregiver for 4 children and a maximum group size of 12.

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 member arrived approximately 15 minutes after my arrival.

**R 400.8182(1)            Ratio and group size requirements.**

(1) At least 2 adults, 1 of whom is a child care staff member, shall be present at all times when at least 3 children between the ages of birth and 3 years of age are present. A second child care staff member is required when needed to comply with subrule (3) of this rule.

Staff member A.T. was working alone when I arrived. Three infants and 2 preschooler were present.

**R 400.8188            Sleeping, resting, and supervision.**

(3) Infants shall rest or sleep alone in cribs or porta-cribs.

Staff member, A.T. placed a sleeping infant in a crib with her coat on.

**R 400.8315            Food and equipment storage.**

(1) Each refrigerator must have an accurate working thermometer indicating a temperature of 41 degrees Fahrenheit or below.

The thermometer in the refrigerator used for storing infant's bottles read 50 degrees Fahrenheit.

**R 400.8330            Food services and nutrition generally.**

(14) Warming bottles and beverage containers in a microwave oven or a crockpot is prohibited.

I observed staff member, C.K, warming an infant's bottle in the microwave.

**R 400.8340            Food services and nutrition; provided by parents.**

(3) Breast milk, formula, milk, other beverages, and food furnished in a same-day supply must be covered and labeled with the child's first and last name and the date.

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.

**R 400.8350            Toilets; hand washing sinks.**

(5) Hand washing sinks must have warm running water not to exceed 120 degrees Fahrenheit.

The handwashing sink in the infant room near the changing station tested at 129 degrees Fahrenheit.

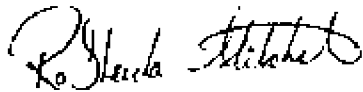
**I provided technical assistance and consultation on the following:**

- Remove crisis management plan from parent board and place in a space known only to personnel R400.8161(4)
- Maintain documentation of all training for personnel R400.8131(11) & R400.8161(8)
- Update emergency contact numbers to include requirements of R400.8164(3)
- Ensure child information cards are completed (special needs, admission, etc.) R400.8143(1)
- Post diapering guidelines in diapering area. R400.8137
- Maintain written daily logs to include required information for infant/toddlers R400.8146(3)

- Update parent packet to include missing daily routine, licensing notebook availability information and discipline policy R400.8146
- Update emergency procedures to include all the required information of R400.8161(1)(2)

**IV. RECOMMENDATION**

Upon receipt of an acceptable corrective action plan, I recommend a 1<sup>st</sup> provisional with increased monitoring.

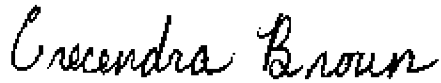


02/24/2022

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RaSheeda Mitchell  
Licensing Consultant

Date



February 24, 2022

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Crecendra Brown  
Area Manager

Date