



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

## AMENDED REPORT

August 5, 2022

Santrece Roberts  
c/o Caterpillar Corner Childcare Center L.L.C.  
2168 N. Cedar St.  
Holt, MI 48842

RE: License #: DC330390155  
Caterpillar Corner Post Oak Site  
2320 Post Oak Lane  
Lansing, MI 48912

Dear Ms. Roberts:

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](#).

This report was originally written on 07/06/2022. On 08/05/2022 it was amended to remove four rule violations from the cover letter that were not included in the body of the report.

During the renewal inspection on 05/10/2022, I found 15 violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

- R 400.8110(4)      Applicant; licensee; licensee designee; requirements.**
- R 400.8110(5)      Applicant; licensee; licensee designee; requirements.**
- R 400.8131(5)      Professional development requirements.**
- R 400.8131(10)     Professional development requirements.**
- R 400.8131(11)     Professional development requirements.**

- R 400.8134(3)(a) Hand washing.**
- R 400.8143(1) Children’s records.**
- R 400.8143(3)(a) Children’s records.**
- R 400.8143(8) Children’s records.**
- R 400.8143(11) Children’s records.**
- R 400.8146(1)(d) Information provided to parents.**
- R 400.8146(2) Information provided to parents.**
- R 400.8161(7) Emergency procedures.**
- R 400.8173(8) Equipment.**
- R 400.8325(1) Sanitization.**

Due to the violations, you must send us a corrective action plan by 07/26/2022. 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:

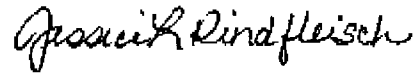
- How compliance with each rule will be achieved.
- Who is directly responsible for implementing the corrective action for each violation.
- Specific time frames for each violation as to when the correction will be completed or implemented.
- How continuing compliance will be maintained once compliance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

<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 (517) 284-9730.

Per MCL 722.113g, this report and any related corrective action plans must be filed in your Licensing Notebook.

Sincerely,

A handwritten signature in black ink that reads "Jessica Rindfleisch". The signature is written in a cursive style with a large initial 'J'.

Jessica Rindfleisch, Licensing Consultant  
Child Care Licensing Bureau  
611 W. Ottawa Street  
P.O. Box 30664  
Lansing, MI 48909  
(517) 899-5744

enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	DC330390155
<b>Licensee Name:</b>	Caterpillar Corner Childcare Center L.L.C.
<b>Licensee Address:</b>	2168 N. Cedar St. Holt, MI 48842
<b>Licensee Telephone #:</b>	(517) 889-5348
<b>Licensee/Designee:</b>	Santrece Roberts, Designee
<b>Name of Facility:</b>	Caterpillar Corner Post Oak Site
<b>Facility Address:</b>	2320 Post Oak Lane Lansing, MI 48912
<b>Facility Telephone #:</b>	(517) 889-5348
<b>Original Issuance Date:</b>	10/06/2017
<b>Capacity:</b>	40
<b>Age Range:</b>	Ages 5 years 0 months through 12 years
<b>Program Components:</b>	SCHOOL AGE



**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 contain the 2020 renewal inspection or the 2021 interim inspection.

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

(5) The actual number and ages of children in care at any time must never exceed the number and ages of children for which the center is licensed.

One of the children in care at the time of the on-site inspection was 4 years old. The center is only licensed for children aged 5 years and older.

**REPEAT VIOLATION ESTABLISHED**  
**Renewal Inspection Report dated 07/09/2018**  
**Corrective Action Plan dated 07/02/2018**

**R 400.8131                    Professional development requirements.**

(10) All child care staff members who work directly with children are required to be trained in first aid and pediatric, child, and adult cardiopulmonary resuscitation (CPR) within 90 days of being hired. Prior to issuing a license to operate a child care center, and prior to the renewal of a license, the department shall verify that at least 50% of the child care staff members who work directly with children are currently certified in first aid and pediatric, child, and adult CPR. Each of these child care staff member's first aid and CPR certificates must be valid and retained on file in the center.

At least 50% of the child care staff members did not have proof of current certification in CPR and first aid. No proof of current certification was on file for any child care staff member.

**REPEAT VIOLATION ESTABLISHED**  
**Renewal Inspection Report dated 10/23/2020**  
**Corrective Action Plan dated 10/23/2020**

**R 400.8131 Professional development requirements.**

(11) Verification of all professional development required by this rule must be kept on file at the center or online at MiRegistry. Verification must be issued from the training organization or trainer and include the date of the course, the name of the training organization or trainer, the topic covered, and the number of clock hours. Training hours from MiRegistry also meet this rule.

The child care staff members did not have evidence of at least 16 clock hours of annual training.

**R 400.8131 Professional development requirements.**

(5) Within 90 days of being hired, or the first day as an unsupervised volunteer, all child care staff members and unsupervised volunteers who work directly with children shall complete the following trainings, which may count toward annual professional development hours and are available at MiRegistry:

- (a) Administration of medication.
- (b) Prevention of and response to emergencies due to food and allergic reactions.
- (c) Building and physical premises safety.
- (d) Emergency preparedness and response planning.
- (e) Handling and storage of hazardous materials and appropriate disposal of bio-contaminants.
- (f) Precautions in transporting children, if applicable.
- (g) Child development.

A child care staff member who has been employed for more than 90 days did not have documented training in the above listed topics. Only health and safety course one had been completed.

**REPEAT VIOLATION ESTABLISHED**  
**Renewal Inspection Report dated 10/23/2020**  
**Corrective Action Plan dated 10/23/2020**

**R 400.8134            Hand washing.**

- (3) Staff and volunteers shall ensure that children wash their hands at all of the following times:
  - (a) Before meals, snacks, or food preparation experiences.

During the onsite inspection the children ate snack. They were provided with hand sanitizer to clean their hands as opposed to utilizing soap and running water. A bathroom with soap and running water was available for use.

**REPEAT VIOLATION ESTABLISHED**  
**Renewal Inspection Report dated 07/09/2018**  
**Corrective Action Plan dated 07/02/2018**

**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.

There were no child information cards on file for two of the children in attendance during the on-site inspection. Six of the child information cards reviewed were missing information such as parental contact numbers, doctor number, date of admission, and whether the child has allergies, special needs, or special instructions.

**REPEAT VIOLATION ESTABLISHED**  
**Interim Inspection Report dated 06/07/2021**  
**Corrective Action Plan dated 06/07/2021**

**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.

During the on-site inspection, the children in care were not signed in to the daily attendance at arrival. There was no documented daily attendance for 05/09/2022, which was the day prior. The center was open on 05/09/2022.

**R 400.8143 Children's records.**

(3) For children under school-age, at the time of a child's initial attendance, a center shall obtain, keep on file, and make accessible in the center 1 of the following:

(a) A certificate of immunization showing a minimum of 1 dose of each immunizing agent specified by the department of health and human services (DHHS).

During the on-site inspection, a 4-year-old child was in attendance. There was not a certificate of immunizations on file for the child.

**R 400.8143 Children's records.**

(8) Upon enrollment and annually thereafter, a center shall obtain and keep on file at the center a signed statement from a school-age child's parent confirming all of the following:

(a) The child is in good health with activity restrictions noted.

(b) The child's immunizations are up-to-date.

(c) The immunization record or appropriate waiver is on file with the child's school.

Two of the ten children's files reviewed did not have a statement signed by the child's parent regarding the child's health and immunization status.

**R 400.8146 Information provided to parents.**

(1) A center shall provide a written information packet to each parent enrolling a child that includes at least all of the following:

(d) Discipline policy.

The parent handbook did not contain a discipline policy.

**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.

Two of the ten children's files reviewed did not contain a statement signed by the child's parent that the parent received the written information packet.

**R 400.8161 Emergency procedures.**

(7) A written log indicating the date and time of fire and tornado drills must be kept on file at the center.

There was no fire drill conducted during the second quarter of the school year. The last fire drill completed was on 11/05/2021.

**REPEAT VIOLATION ESTABLISHED**  
**Interim Inspection Report dated 06/07/2021**  
**Corrective Action Plan dated 06/07/2021**

**R 400.8173 Equipment.**

(8) A current and accurate equipment inventory must be provided to the department before issuance of the original license and updated and made available at each renewal.

An updated equipment inventory was not provided for this renewal.

**R 400.8325 Sanitization.**

(1) All tableware, utensils, food contact surfaces, and food service equipment must be thoroughly washed, rinsed, and sanitized after each use. Multi-purpose tables must be thoroughly washed, rinsed, and sanitized before and after they are used for meals or snacks.

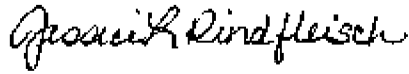
During the on-site inspection, the tables used for snack were not being washed, rinsed, and sanitized. The tables were only being wiped with a disinfectant wipe that is not food contact safe.

**REPEAT VIOLATION ESTABLISHED**  
**Renewal Inspection Report dated 07/09/2018**  
**Corrective Action Plan dated 07/02/2018**  
**Interim Inspection Report dated 06/07/2021**

**Corrective Action Plan dated 06/07/2021**

**IV. RECOMMENDATION**

Upon receipt of an acceptable written corrective action plan, I recommend issuance of a first provisional license to this child care center.



08/05/2022

Jessica Rindfleisch  
Licensing Consultant

Date

Approved By:



08/05/2022

\_\_\_\_\_  
Darlese McConnell  
Area Manager

Date