



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL
LANSING

Michelle Richard
ACTING DIRECTOR

Report Type : Renewal
Inspection Type: Renewal

Date of Inspection: 3/7/2024
Date of Report: 3/11/2024

Licensee Name(s)	License Number
Holy Spirit Catholic Church	DC470392841
Capacity	Facility Name
36	Holy Spirit Roman Catholic School
Program Type	Licensee Designee(s)
Center	Kimberly Pavlock
Central Administrator(s)	Program Director(s) Name
	Kimberly Pavlock Qualifications: R 400.8113(8)(a) (9). Date PD Approved: 6/6/2023
Facility Address	Mailing Address
9565 Musch Road, Brighton, MI, 48116	9565 Musch Rd., Brighton, MI, 48116
Facility Phone Number	Facility Email Address
(810) 900-9050	kpavlock@holyspiritrcs.org

Findings of the Inspection

A copy of this renewal inspection report and any associated corrective action plans is available on the Child Care Licensing Bureau [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](#).

The 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 renewal inspection, licensing consultant Thanh Biehl found 7 violations. The violations are listed and explained below. An acceptable written corrective action plan was received on 03/08/2024. A regular license will be issued.

If you have any questions regarding the report, please contact licensing consultant, Thanh Biehl, at (734) 417-8580. In the event that Thanh Biehl is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Inspection Details		
<i>Number of Rules/Statutes Reviewed</i>	<i>Number of Rules/Statute Violations</i>	<i>Number of Rules/Statutes where Technical Assistance was Provided</i>
338	7	5
<i>Number of Children's Records Reviewed : Number of Children Enrolled</i>	<i>Number of Child Care Staff Member Records Reviewed : Number of Staff Employed</i>	<i>Number of Volunteer Records Reviewed : Number of Volunteers</i>
5 : 10	3 : 3	0 :
<i>Number of Children Observed : Number of Children Present During Inspection</i>	<i>Number of Child Care Staff Members Observed : Number of Child Care Staff Members Present During Inspection</i>	<i>Number of Volunteers Observed a: Number of Volunteers Present During Inspection</i>
1 : 1	2 : 2	0 : 0
<i>Licensee Interviewed</i>	<i>Program Director Interviewed</i>	<i>Child Care Staff Members Interviewed</i>
Yes	Yes	Yes
<i>Approved space</i>		
Classroom #105 Classroom #106 Classroom #107 Classroom #108 Classroom #114 Classroom #116 Activity Room Chapel Sick/Isolation Room		

Documentation of Required Inspections		
<i>Type of Inspection</i>	<i>Date of Inspection</i>	<i>Findings</i>
Environmental Health Inspection	3/4/2024	A rating

Certification of School Building Fire Safety Provisions	03/12/2024	A rating; CCL- 5043 Certification of School Building Fire Safety Provisions
Playground Inspection	08/22/2019	A playground inspection was completed on 08/22/2019 by Victoria Campbell with Penchura LLC, Certification #39683-1020.

<i>Rule Number</i>	<i>Rule</i>	<i>Analysis</i>	<i>Conclusion</i>
R 400.8125(5)(c)	Staff; volunteer; requirements. The individual knows that all staff and volunteers are required by law to immediately report suspected abuse and neglect to children's protective services.	The program director and child care staff members do not have signed statements at the time of hiring indicating all of the following information: 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.	Violation Established
R 400.8125(5)(a)	Staff; volunteer; requirements. The individual is aware that abuse and neglect of children is against the law.	The program director and child care staff members do not have signed statements at the time of hiring indicating all of the following information: a) The individual is aware that abuse and neglect of children is against the law.	Violation Established
R 400.8125(5)(b)	Staff; volunteer; requirements. The individual has been informed of the center's policies on child abuse and neglect.	The program director and child care staff members do not have signed statements at the time of hiring indicating all of the following information: b) The individual has been informed of the center's policies on child abuse and neglect.	Violation Established
R 400.8131(10)	Professional development requirements. All child care staff members who work	Child care staff members (E.T.) did not complete training in First Aid and CPR training within 90 days of	Violation Established

	<p>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.</p>	<p>being hired. E.T. was hired on 09/05/2023; she completed the CPR and First Aid training on 03/04/2024.</p>	
<p>R 400.8131(5)(c)</p>	<p>Professional development requirements. Building and physical premises safety.</p>	<p>Child care staff members (E.T.) did not complete the trainings on Building and Physical Premises Safety (including Playground Safety). The trainings are included in the Health and Safety Part C. E.T. did not complete the Health and Safety Part C.</p>	<p>Violation Established</p>
<p>R 400.8131(5)(d)</p>	<p>Professional development requirements. Emergency preparedness and response planning.</p>	<p>Child care staff members (E.T.) did not complete the trainings on Emergency Preparedness and Response Training. The trainings are included in the Health and Safety Part C. E.T. did not complete the Health and Safety Part C.</p>	<p>Violation Established</p>


R 400.8143(11)	<p>Children's records. 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.</p>	The child care center does not have attendance records with the child's first and last name and each child's arrival time.	Violation Established
----------------	---	--	-----------------------

Technical Assistance	
<i>Rule Number</i>	<i>Rule</i>
R 400.8131(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.
R 400.8143(8)(a)	The child is in good health with activity restrictions noted.
R 400.8143(8)(b)	The child's immunizations are up-to-date.
R 400.8143(8)(c)	The immunization record or appropriate waiver is on file with the child's school.
R 400.8161(1)(b)	

	Tornado.
R 400.8161(6)	A tornado drill program, consisting of at least 2 tornado drills between the months of March through November, must be established and implemented.

Hours of Operation						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
3:00 PM To 6:00 PM	3:00 PM To 6:00 PM	3:00 PM To 6:00 PM	3:00 PM To 6:00 PM	3:00 PM To 6:00 PM		

Bureau Recommendation
You have submitted an acceptable corrective action plan. I recommend the issuance of a regular license.

Approved By:			
		03/11/2024	
Thanh Biehl			
Licensing Consultant	Date		