



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

April 28, 2023

Carol House
Milford Cooperative Nursery School
525 Hickory St
Milford, MI 48381

RE: License #: DC630016691
Milford Cooperative Preschool
525 Hickory St
Milford, MI 48381

Dear Ms. House:

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 04/28/2023, I found 9 violation(s) listed below and explained in the attached report:

R400.8110 Applicant; licensee; licensee designee; requirements.
R400.8112 Comprehensive background check; fingerprinting
R400.8122 Lead caregiver; qualifications; responsibilities.
R400.8125 Staff; volunteer; requirements
R400.8125 Staff; volunteer; requirements
R400.8131 Children records
R400.8313 Professional development requirements
R400.8143 Children’s records
R400.8530 Hazard areas

You gave us an acceptable written corrective action plan. We will send you a regular license in the mail.

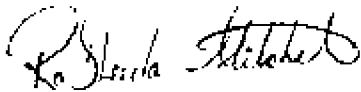
During calendar year 2022:	Total
Number of serious injuries that occurred in facility.	0
Number of deaths that occurred in the facility.	0

Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	0
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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,



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#:	DC630016691
Licensee Name:	Milford Cooperative Nursery School
Licensee Address:	525 Hickory St Milford, MI 48381
Licensee Telephone #:	(248) 685-0021
Licensee/Designee:	Carol House, Designee
Name of Facility:	Milford Cooperative Preschool
Facility Address:	525 Hickory St Milford, MI 48381
Facility Telephone #:	(248) 685-0021
Original Issuance Date:	05/24/1992
Capacity:	30
Age Range:	Ages 2 years 6 months Thru 6 years
Program Components:	PRESCHOOL

II. METHODS OF INSPECTION

Date of On-Site Inspection(s):
 Date of Environmental Health Inspection: N/A
 Date of Fire Safety Inspection:
 Date of Lead Hazard Risk Assessment, if applicable:
 Date of Documentation of Playground Compliance, if applicable:

		No. of Records Reviewed
No. of children enrolled in care	32	10
No. of staff employed	6	6
No. of volunteers	37	37
No. of children present at time of inspection	18	
No. of staff present at time of inspection	3	
No. of volunteers present at time of inspection	4	
No. of children interviewed/observed	18	
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 two classrooms and the gym are approved for child use space.
 Approved Program Director: Carol House
 Approved Central Administrator: None
 Approved Variances: None
 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.

The facility is in compliance with all applicable rules and statutes.

R 400.8110(6) 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.

Child Care Staff members (CCSM) and volunteers have not maintained accurate daily attendance records with arrival and departure times. Ms. House confirmed an attendance record for parent volunteers and staff have not been established.

R 400.8112(2) Comprehensive background check; fingerprinting

(2) An applicant or licensee shall do all of the following:

(a) Ensure that each individual who requires an eligibility determination under subrule (1) of this rule completes, signs, and submits all of the information required in subrule (5) of this rule, and in subrule (6) of this rule if applicable, on a form prescribed by the department. The forms are available on the department's website for the child care background check system, www.michigan.gov/ccbc. The form or forms must be signed and dated prior to the individual's appointment to be fingerprinted.

(f) Immediately disconnect each individual from the system once he or she is no longer a licensee, licensee designee, child care staff member, child care aide, or an unsupervised volunteer under the license.

Eight individuals were still connected to the license who no longer have affiliation with the child care facility.

R 400.8122(9) 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.

Credentials for CCSM, N.V. could not be verified as her transcript was not on file to determine eligibility to be a lead caregiver.

R 400.8125(3) Staff; volunteer; requirements

(3) All supervised volunteers shall receive a public sex offender registry (PSOR) clearance before having any contact with a child in care. A copy of this clearance must be kept on file at the center.

As co-op program family members are required to sign up as supervised volunteers. None of the supervised volunteers (over 25) had a PSOR clearance on file.

R 400.8125(4) 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.

The facility did not have a written policy with the PSOR statement required by this rule.

R 400.8131(10) 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.

CCSM, M.W. did not have First Aid/CPR on file or training within 90 days of employment.

R400.8313(12) Professional development requirements.

(12) When the department of licensing and regulatory affairs or the department of education publishes a notice that a new health and safety update document or a new health and safety update training activity has been published on MiRegistry, the licensee shall ensure that all personnel read and acknowledge the document or complete the activity within 6 months of the notice.

The health and safety refresher for 2021 was not completed by CCSM C.H. and the 2022 was not completed by CCSM N.V.

R 400.8143(11) 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.

Accurate daily attendance was not maintained. I observed 18 children present, however, only 15 children were signed in.

R 400.8530(10) Hazard areas.

(10) The center shall not store combustible materials within the central heating plant or fuel-fired water heater rooms or in basements containing fuel-fired heating equipment, without a proper fire separation.

Combustible materials were stored in the central heating plant. I observed an aerosol can, a wood chair and multiple rubber and plastic objects.

