



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

Marlon I. Brown, DPA
ACTING DIRECTOR

Report Type : Renewal
Inspection Type: Renewal

Date of Inspection: 12/12/2023,
Date of Report: 12/13/2023

Licensee Name(s)	License Number
Birmingham Public Schools	DC630017626
Capacity	Facility Name
100	Harlan Early Childhood Center
Program Type	Licensee Designee(s)
Center	Laura Maye Tinsley
Central Administrator(s)	Program Director(s) Name
	Mary Catherine Thomas Kathryn R King Diane Beth Meloche Beth A Swanson
Facility Address	Mailing Address
3595 N Adams Road Harlan Elementary Sc, Bloomfield Hills, MI, 48304	2121 Midvale, Birmingham, MI, 48009
Facility Phone Number	Facility Email Address
2482033284	ltinsley@birmingham.k12.mi.us

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 Jinelle Manchester found 2 violations. The violations are listed and explained below. Due to the violations, the licensee/licensee designee must send the bureau a [corrective action plan](#) by 1/3/2024. The corrective action plan may be submitted in

the [Child Care Hub Information Record Portal \(CCHIRP\)](#). 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.

If you have any questions regarding the report, please contact licensing consultant, Jinelle Manchester, at ManchesterJ1@michigan.gov. In the event that Jinelle Manchester 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>
622	2	0
<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>
15 : 60	2 : 7	0 : 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>
10 : 10	2 : 2	0 : 0
<i>Licensee Interviewed</i>	<i>Program Director Interviewed</i>	<i>Child Care Staff Members Interviewed</i>
Yes	Yes	Yes

<i>Rule Number</i>	<i>Rule</i>	<i>Analysis</i>	<i>Conclusion</i>
R 400.8152(5)	Medication; administrative procedures. A child care staff member shall keep all medication out of the reach of children and shall return it to the child's parent or destroy it when the parent determines it is no longer needed or it has expired.	There was one expired Epi-pen (10/2023) in Room 102.	Violation Established

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>	<p>On 12/12/2023, Room 102 had 10 children present, but only nine children signed in on the attendance sheet. When pointed out, the assistant caregiver signed the 10th child in.</p>	Violation Established
----------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------

Hours of Operation						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
07:00 AM To 6:00 PM	07:00 AM To 6:00 PM	07:00 AM To 6:00 PM	07:00 AM To 6:00 PM	07:00 AM To 6:00 PM		

Bureau Recommendation
Upon receipt of an acceptable corrective action plan, I recommend renewal of a regular license.

Approved By:			
 Jinelle Manchester Licensing Consultant	12/13/2023 Date		