



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

August 3, 2022

Stephanie Dulmage
Board Of Education Hazel Park
1620 E. Elza Ave
Hazel Park, MI 48030

RE: License #: DC630019791
Hoover Latchkey
23720 Hoover
Hazel Park, MI 48030

Dear Ms. Dulmage:

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 7/21/2022, I found 2 violations listed below and explained in the attached report: listed below and explained in the attached report:

R 400.8110	Applicant; licensee; licensee designee; requirements.
R 400.8112	Comprehensive background check; fingerprinting

Due to the violations, you must send us a corrective action plan by 8/12/2022. 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.

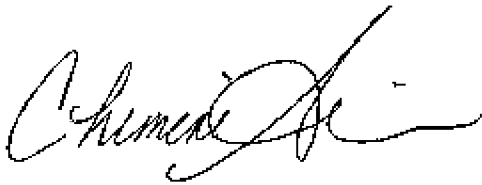
Upon receipt of an acceptable corrective action plan, a regular license will be issued. You will receive it in the mail.

During calendar year 2021:	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

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,



Chimere Simmons, Licensing Consultant
Bureau of Community and Health Systems
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909

Enclosure

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

I. IDENTIFYING INFORMATION

License #:	DC630019791
Licensee Name:	Board Of Education Hazel Park
Licensee Address:	1620 E. Elza Ave Hazel Park, MI 48030
Licensee Telephone #:	
Licensee/Designee:	Stephanie Dulmage, Designee
Name of Facility:	Hoover Latchkey
Facility Address:	23720 Hoover Hazel Park, MI 48030
Facility Telephone #:	(248) 658-5234
Original Issuance Date:	10/15/1990
Capacity:	90
Age Range:	Ages 4 years 9 months Thru 12 years
Program Components:	SCHOOL AGE BEFORE/AFTER SCHOOL

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 07/21/2022
 Date of Environmental Health Inspection: N/A
 Date of Fire Safety Inspection: 09/29/2020
 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	0	0
No. of staff employed	1	1
No. of volunteers	0	
No. of children present at time of inspection	0	
No. of staff present at time of inspection	0	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	0	
Persons Interviewed:		
Licensee/Licensee Designee	<input checked="" type="checkbox"/>	
Program Director	<input type="checkbox"/>	
Caregiving staff	<input type="checkbox"/>	

Approved Child Use Space: Rooms 121, 123, 125, 127, 129, 130, small lounge, media center, and gym.
 Approved Program Director: Megan Pepasian-Broadwell
 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.

(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 facility did not have a licensing notebook on the premises.

R 400.8112

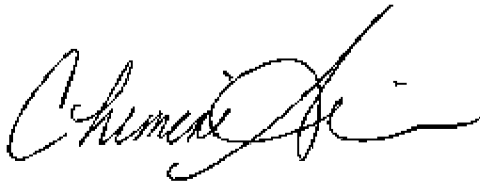
Comprehensive background check; fingerprinting.

(2) An applicant or licensee shall do all of the following:
(e) Within the department's child care background check system, accurately complete and maintain the connection, disconnection, or withdrawn status of each individual associated with the license.

The child care center has not maintained the child care background check system including accurately complete and maintain the connection and disconnection of each individual associated with the license.

IV. RECOMMENDATION

Upon receipt of an acceptable corrective action plan, I recommend issuance of a regular license to this child care facility.



7/25/2022

Chimere Simmons
Licensing Consultant

Date