



STATE OF MICHIGAN
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
 LANSING

GRETCHEN WHITMER
 GOVERNOR

ORLENE HAWKS
 DIRECTOR

July 3, 2023

Judith Scott
 Walled Lake Consolidated Schools
 850 Ladd Road
 Walled Lake, MI 48390

License #: DC630021852
Hickory Woods Prime Time Care
30655 Novi Road
Novi, MI 48377

Dear Ms. Scott:

This letter is a follow-up to the Department’s findings regarding the interim inspection conducted at your center on 05/23/2023. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Child Care Centers.

During the onsite inspection, I observed the children in care engaged in a variety of developmentally appropriate activities such as arts and crafts, tablet usage, and accessing the Wii system. The children in care were comfortable with interacting with the child care staff, and the staff were attentive to meeting the needs of the children in care. Both child care staff members and children in care displayed positive social and communication skills with one another.

The violations that were found are:

R 400.8112	Comprehensive background check; fingerprinting.
	(2) An applicant or licensee shall do all of the following: (b) Maintain a copy of the completed and signed form or forms for each individual entered into the child care background check system under the license.

When I reviewed staff files on 5/23/2023, child care staff member, S.B., did not have a completed and signed child care background consent and disclosure form on file at the child care site. On 6/3/2023, it was reported by licensee designee, Judith Scott,

that a copy of the child care background consent and disclose form was sent to the child care site for retention.	
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.
On 5/23/2023, when I reviewed professional development requirements for child care staff member, B.B., (hired 12/12/2022), did not have a valid first aid and cpr certificate retained on file at the center. On 6/22/23, licensee designee, Judith Scott, submitted a valid first aid and cpr certificate of completion, sponsored by the American Red Cross. The certificate is valid until 6/22/25.	
R 400.8131	Professional development requirements.
	(3) Before caring for children, all child care staff members and unsupervised volunteers who work directly with children shall be trained on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect.
On 5/23/23, when I reviewed professional development requirements for child care, staff member L.H., (hired 9/1/2022), before caring for children, had not been trained on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect. On 6/22/23, licensee designee, Judith Scott, submitted a certificate of completion of Health & Safety for Licensed Child Care Providers, Module A, on 6/14/2023, from Michigan Virtual. This completed training covers the required training components.	
R 400.8131	Professional development requirements.
	(4) Before unsupervised contact with children, all child care staff members who work directly with children shall complete

	prevention and control of infectious disease training, including immunizations.
<p>On 5/23/23, when I reviewed professional development requirements for child care staff member L.H., (hired 9/1/2022), documentation was not on file before unsupervised contact with children for training in prevention and control of infectious disease, including immunizations. On 6/22/23, licensee designee, Judith Scott, submitted a certificate of completion of Health & Safety for Licensed Child Care Providers, Module A, on 6/14/2023, from Michigan Virtual. This completed training covers the required training components.</p>	
R 400.8131	Professional development requirements.
	<p>(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:</p> <ul style="list-style-type: none"> (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.
<p>On 5/23/23, when I reviewed professional development requirements for child care staff member L.H., (hired 9/1/2022), documentation of training for (a) – (g) was not on file within ninety days of being hired. On 6/22/23, licensee designee, Judith Scott, submitted certificates of completion of Health & Safety for Licensed Child Care Providers, Module A, Module B, and Module C, on 6/14/2023, from Michigan Virtual. These completed module trainings cover the required training components (a)-(g).</p>	

On 6/22/2023, you gave us an acceptable written corrective action plan.

	Total
During calendar year 2022:	
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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You can find a copy of this inspection letter and any associated corrective action plans on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of when inspection letters are completed can be found under [Overview of Licensing Reports](#).

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,



Renee' Erve, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30837
Lansing, MI 48909
313-391-0770