



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

January 12, 2023

Paige Schlager
Shepherd King Lutheran Church
5300 W Maple Rd
West Bloomfield, MI 48322

RE: License #: DC630022272
Shepherd King Preschool
5300 W Maple Rd
West Bloomfield, MI 48322

Dear Ms. Schlager:

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 01/05/2023, I found 8 violations listed below and explained in the attached report:

- R 400.8131 (1) Professional development requirements
- R 400.8131 (6) (a-h) Professional development requirements
- R 400.8131 (8) Professional development requirements
- R 400.8131 (10) Professional development requirements
- R 400.8143 (6) (c) Children's records
- R 400.8146 (2) Information provided to parents
- R 400.8161 (8) Emergency procedures
- R 400.8173 (8) Equipment

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

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,

A handwritten signature in black ink, appearing to read "Alicia Wiggins". The signature is written in a cursive, flowing style.

Alicia Wiggins, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(248) 369-7892

Enclosure

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

I. IDENTIFYING INFORMATION

License #:	DC630022272
Licensee Name:	Shepherd King Lutheran Church
Licensee Address:	5300 W Maple Rd West Bloomfield, MI 48322
Licensee Telephone #:	(248) 626-2121
Licensee/Designee:	Paige Schlager, Designee
Name of Facility:	Shepherd King Preschool
Facility Address:	5300 W Maple Rd West Bloomfield, MI 48322
Facility Telephone #:	(248) 626-2121
Original Issuance Date:	09/09/1992
Capacity:	20
Age Range:	Ages 2 years 6 months Thru 5 years 0 months
Program Components:	PRESCHOOL

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 01/05/2023
 Date of Environmental Health Inspection: 12/20/2022
 Date of Fire Safety Inspection: 11/27/2019
 Date of Lead Hazard Risk Assessment, if applicable: N/A
 Date of Documentation of Playground Compliance, if applicable: 07/08/2013

		No. of Records Reviewed
No. of children enrolled in care	31	10
No. of staff employed	6	5
No. of volunteers	0	0
No. of children present at time of inspection	15	
No. of staff present at time of inspection	5	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	15	
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: Preschool room and Pre-K room
 Approved Program Director: Paige Schlager
 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.

During the on-site inspection, I observed children in care engaged in a variety of developmentally appropriate activities, including free play with PlayDoh, coloring, and painting. I observed large group time which included story time, singing, and dancing. I also observed toileting, handwashing, meal service, and naptime. The child care staff members’ interactions with the children were positive and nurturing. They were engaged with the children while being attentive to their needs.

During the inspection, the center was found to be in compliance with all applicable rules and statutes except for the following violations:

R 400.8131 Professional development requirements.

(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.

There was no documentation that one of five child care staff members was provided an orientation about the center's policies and practices and these administrative rules before unsupervised contact with children.

R 400.8131 Professional development requirements.

(6) All child care staff members who work directly with children shall complete 16 clock hours of professional development annually on topics relevant to job responsibilities that include, but are not limited to, any of the following subjects:

- (a) Child development and learning.
- (b) Health, safety, and nutrition.
- (c) Family and community collaboration.
- (d) Program management.
- (e) Teaching and learning.
- (f) Observation, documentation, and assessment.
- (g) Interactions and guidance.
- (h) Child care center administrative rules.

Two of five child care staff members did not complete 16 clock hours of professional development annually.

- One child care staff member (M.M.) completed 13.5 hours of training in 2022 and 7 hours of training in 2021.
- One child care staff member (D.B.) completed 3 hours of training in 2021.

R 400.8131 Professional development requirements.

(8) An on-going professional development plan must be developed and implemented to include all the training and professional development required by these rules.

The center did not develop and implement an on-going professional development plan to include all the training and professional development required by these rules.

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.

One of five child care staff members (Y.P.) did not have documentation of CPR and first aid training.

The program director emailed me verification of Y.P.'s CPR and first aid training on 01/06/2023.

R 400.8143 Children's records.

(6) Within 30 days of a child's initial attendance, a center shall obtain, keep on file, and make accessible in the center a record of a physical evaluation of the child that notes any restrictions and is signed by a physician or the physician's designee. An electronic record from a physician's office will be accepted. The physical evaluation must be performed within 1 of the following time limits:

(c) For preschoolers, within the preceding 12 months.

Five of ten children's records reviewed did not contain a physical evaluation within 30 days of the child's initial attendance that notes any restrictions and is signed by a physician or the physician's designee.

- One record did not contain a physical evaluation.
- Two records had physical evaluations that were not completed within 30 days of the children's initial attendance. One child's date of admission was 09/20/2022 and the physical evaluation was completed on 11/03/2022. One child's date of admission was 09/07/2022 and the physical evaluation was completed on 11/02/2022.
- Two records had physical evaluations that did not note any restrictions.

R 400.8146 Information provided to parents.

(2) Written documentation that the parent received the written information packet, as required by subrule (1) of this rule, must be kept on file at the center.

One of ten children's records reviewed did not contain written documentation that the parent received the written information packet, as required by subrule (1) of this rule.

R 400.8161 Emergency procedures.

(8) Each child care staff member shall be trained at least twice a year on his or her duties and responsibilities for all emergency procedures referenced in subrule (1) of this rule.

There was no documentation that child care staff members were trained at least twice in 2022 and 2021 on her duties and responsibilities for all emergency procedures referenced in subrule (1) of this rule.

R 400.8173 Equipment.

(8) A current and accurate equipment inventory must be provided to the department before issuance of the original license and updated and made available at each renewal.

The center did not have a current and accurate equipment inventory available at the time of the renewal inspection.

Technical Assistance and Consultation were provided for the following:

- Develop a policy for illness exclusion for staff and volunteers.
- Tweezers are needed in the first aid kit.
- Post most recent recall list.
- No blank sections on the child information cards.

IV. RECOMMENDATION

I recommend issuance of a regular license to this child care center.



January 12, 2023

Alicia Wiggins
Licensing Consultant

Date