



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

February 9, 2023

Kathi Luthe
West Bloomfield School District
5810 Commerce Road
West Bloomfield, MI 48324

RE: License #: DC630067478
Gretchko Elementary School
5300 Greer
West Bloomfield, MI 48324

Dear Mrs. Luthe:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your center on 02/03/2023. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Child Care Centers.

During the on-site inspection, I reviewed children's records and child care staff members' records. I observed children in care engaged in a variety of developmentally appropriate activities, including playing with dramatic play, Legos, and arts and crafts. I observed large group time which included singing, dancing, and story time. I also observed toileting, handwashing, and meal service. The child care staff members' interactions with the children were positive and nurturing. They were attentive to the children's needs.

The violations that were found are:

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.

One of the six child care staff members has not been trained on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect.

Child care staff member (P.S.) was hired in 2018 and she has not completed the training.

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.

One of the six child care staff members has not completed prevention and control of infectious disease training, including immunizations.

Child care staff member (P.S.) was hired in 2018 and she has not completed the training.

R 400.8131 Professional development requirements.

(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:

(a) Administration of medication.

One of the six child care staff members did not complete administration of medication training within 90 days of being hired.

Child care staff member (P.S.) was hired in 2018 and she has not completed the training.

R 400.8131 Professional development requirements.

(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:

(b) Prevention of and response to emergencies due to food and allergic reactions.

One of the six child care staff members did not complete prevention of and response to emergencies due to food and allergic reactions training within 90 days of being hired.

Child care staff member (P.S.) was hired in 2018 and she has not completed the training.

R 400.8131 Professional development requirements.

(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:

(c) Building and physical premises safety.

One of the six child care staff members did not complete building and physical premises safety training within 90 days of being hired.

Child care staff member (P.S.) was hired in 2018 and she has not completed the training.

R 400.8131 Professional development requirements.

(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:

(d) Emergency preparedness and response planning.

One of the six child care staff members did not complete emergency preparedness and response planning training within 90 days of being hired.

Child care staff member (P.S.) was hired in 2018 and she has not completed the training.

R 400.8131 Professional development requirements.

(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:

(e) Handling and storage of hazardous materials and appropriate disposal of bio-contaminants.

One of the six child care staff members did not complete handling and storage of hazardous materials and appropriate disposal of bio-contaminants training within 90 days of being hired.

Child care staff member (P.S.) was hired in 2018 and she has not completed the training.

R 400.8131 Professional development requirements.

(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:

(g) Child development.

One of the six child care staff members did not complete child development training within 90 days of being hired.

Child care staff member (P.S.) was hired in 2018 and she has not completed the training.

R 400.8131 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 month of the notice.

One of the six child care staff members (P.S.) did not complete MiRegistry Refresher training in 2022 and 2021.

R 400.8143 Children's records.

(8) Upon enrollment and annually thereafter, a center shall obtain and keep on file at the center a signed statement from a school-age child's parent confirming all of the following:

(a) The child is in good health with activity restrictions noted.

(b) The child's immunizations are up-to-date.

(c) The immunization record or appropriate waiver is on file with the child's school.

Five school-age children's files were reviewed. One of the five school-age children's files did not contain a signed statement from a school-age child's parent confirming all of the following:

- (a) The child is in good health with activity restrictions noted.
- (b) The child's immunizations are up-to-date.
- (c) The immunization record or appropriate waiver is on file with the child's school.

R 400.8152 Medication; administrative procedures.

(2) A child care staff member shall give or apply medication, prescription or nonprescription, only with prior written permission from a parent.

For the school-age program, there was no written permission from a parent for one child's Diazepam.

For the preschool program, there was no written permission from a parent for one child's epi-pen.

R 400.8152 Medication; administrative procedures.

(4) Prescription medication must have the pharmacy label indicating the physician's name, child's first and last name, instructions, name and strength of the medication, and must be given according to those instructions.

For the school-age program, one child's epi-pen was not in its original container with the pharmacy label indicating the physician's name, child's first and last name, instructions, name and strength of the medication.

For the preschool program, one child's Auvi-Q was not in its original container with the pharmacy label indicating the physician's name, child's first and last name, instructions, name and strength of the medication.

R 400.8152 Medication; administrative procedures.

(5) 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.

For the preschool program, one child's epi-pen expired in September 2022 and her Auvi-Q expired in September 2020.

R 400.8380 Maintenance of premises.

(4) Floors, interior walls, and ceilings must be kept in sound condition, good repair, and maintained in a clean condition.

There are tiles in the boys' bathroom that is used by the school-age children that are not secured to the ceiling.

There is a piece missing in the ceiling tile in the girls' bathroom that is used by the school-age children.

Technical Assistance and Consultation were provided for the following:

- The connection/disconnection process for child care staff members in the Child Care Background Check system.
- Post emergency procedures in the space used by the school-age children.
- Post handwashing sign in the boys' bathroom used by school-age children.

Due to the violations, you must send us a corrective action plan by 03/01/2023. 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, there will be no change to your license status.

During calendar year 2022:	Total
Number of serious injuries that occurred in facility.	1
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

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,

A handwritten signature in black ink, appearing to read "Alicia Wiggins". The signature is fluid and cursive, with the first name "Alicia" written in a larger, more prominent script than the last name "Wiggins".

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