



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

May 4, 2023

Natalie Church
School Bell
4501 W Highland Rd
Milford, MI 48380

RE: License #: DC630096175

RE: SI LOG #: School Bell
4501 W Highland Rd
Milford, MI 48380

Dear Ms. Church:

This letter is to advise you that the 05/01/2023 corrective action plan you submitted, regarding each rule violation cited in the recently completed Renewal Licensing Study Report, is approved.

You can find a copy of this corrective action approval letter and the associated report on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of each type of report and corrective action plans can be found under [Overview of Licensing Reports](#).

Violation cited	Noncompliance observed	Plan to correct	Date to be completed
R400.8112	A signed consent and disclosure form for caregiver, K.O. was not on file.	K.O. is no longer employed with the center. However, a consent and disclosure will be on file for all new staff. Observed by C. Blackburn.	Always on file in future.
R400.8122	Verification of education and credentials were not on file for identified lead caregivers, S.S and D.C.	Lead teacher credentials will be on file for all lead caregivers. Observed by C. Blackburn. SS. Will be on file. D.C. is no longer employed.	5.9.23
R400.8125	Three of the six child care staff members (CCSM) did not have a signed statement with the information indicated in this rule on file.	A signed abuse and neglect will be on file at hire. School Bell has an established statement at the center. Two out of three staff are no longer employed, K.O., D.C. Observed by C. Blackburn.	Completed

R400.8131(6)	CCSM, V. L., K.R. and C.B. did not have 16 clock hours of training on file for the 2021 and 2022 calendar years.	All staff will continue working on the required 16 training hours. V.L. and C.B. will continue on-going training. K.R. was not employed in 2021-2022. Observed by C. Blackburn.	Ongoing training though 2023.
R400.8131(12)	CCSM, V. L., K.R. and C.B. did not have verification that the 2022 required refresher course was completed. CCSM, K.R. did not have verification of the 2021 or 2022 on file.	All staff will complete the refresher Health and Safety course required for 2021/2022. V.L and C.B., K.R. was not employed in 2021/2022. Observed by C. Blackburn.	5/9/2023
R400.8131(2)	Verification of safe sleep practices was not on file for identified infant/toddler lead, S.S. When she looked through her MiRegistry account she provided verification that she was only registered for the course but had not completed it. She has been working at the facility as a lead of the room since Feb 2023.	All staff working with infants/toddlers will complete the required safe sleep training/prevention of SIDS. S.S. started the training on MiRegistry and needs to finish completing. Observed by C. Blackburn.	5/9/23
R400.8131(3)	Verification that the training of this rule was completed was not on file for CCSM's, S.S, D.C and K.O.	All staff caring for children shall complete the required training for shaken baby, abusive head trauma, and child maltreatment, and recognition, and reporting of child abuse/neglect. S.S. will complete this training. D.C. and K.O. are no longer employed. Observed by C. Blackburn	5/9/2023
R400.8131(4)	Verification that the training of this rule was completed was not on file for CCSM's, S.S, D.C and K.O.	All staff will complete the required training for prevention and control of infectious disease including immunizations before unsupervised with the children. S.S will complete this training. D.C. and K.O. are no longer employed. Observed by C. Blackburn.	5/9/2023

R400.8131(5)	Verification that the training of this rule was completed was not on file for CCSM, K.R. This staff member has been employed since 2015.	Training within 90 days will be completed by staff members. K.R. will continue to work on this training as she was employed Feb 2023. Observed by C. Blackburn.	5/20/2023
R400.8134	I observed CCSM, D.C. wipe a child runny nose followed by opening up another child snack. I immediately brought this to her attention at which time she washed her hands.	All staff will wash hands after wiping a child's nose. D.C. was new to the center, 1 st official day. D.C. is no longer employed.	
R400.8140	I observed CCSM, D.C. grab a child in an aggressive manor and hold the child in the chair as she stood behind him with her arm pressed up against his lower stomach area. I observed her grab another child by his right arm in an aggressive manor as she spoke with him about behaviors she did not agree with. When I brought this concern to her attention, she told me she was trained in restraining children. I informed her none of the behaviors I observed warranted any of the children being restrained.	D.C. was observed by Mrs. Mitchell handling a child/restraining in a chair and not handling the child in an appropriate manner. D.C. was fired immediately. It was her first morning of employment. Our staff is trained on loving redirection. This situation was taken very seriously. D.C. was not asked to return. Observed by C. Blackburn.	
R400.8140	I observed CCSM, D.C. threaten a child on 4 occasions that she would go get someone else to deal with his behaviors if he did not stop the behaviors she didn't agree with. It was later shared with me that the individual was a staff member working in the infant room who had	D.C. Was observed by Mrs. Mitchell not handling a child in an appropriate manner. D.C. was fired immediately. It was her first day of employment with the children. Our staff are trained on how to handle challenging behavior. This was taken very seriously, and D.C. was not asked to return. Observed by C. Blackburn.	

	relationship with the child. I also observed her telling the children that their choices were bad, and they would miss out on activities if they did not listen.		
R400.8146	Written daily records are not provided to the parents. Ms. Blackburn shared this was something that the facility used to do but she was told by her superior it was no longer required.	All infant/toddlers will have a daily record of #3 a,b,c,d,e until the age of 2 ½ years. Observed by C. Blackburn.	4/8/23
R400.8161	Written daily records are not provided to the parents. Ms. Blackburn shared this was something that the facility used to do but she was told by her superior it was no longer required.	All fire drills will be recorded in our fire log. Observed by C. Blackburn.	Ongoing recording.
R400.8176	Ms. Blackburn confirmed infants 9 months of age were currently being enrolled in care. I did not observe any cribs in the infant/toddler area. I observed that a child born 04/20/2022 was enrolled on March 1, 2023, making him 10 months at the time of enrollment. The facility confirmed the child has not slept in a crib since his 7 enrollment and only sleeps on a cot. Ms. Blackburn confirmed knowledge that infants should sleep alone in a crib.	All infants will sleep in an approved crib until at least 12 months before transferring to a cot. Observed by C. Blackburn.	4/17/23
R400.8320	The refrigerator temperature used in the infant/toddler room had a reading of 151 degrees Fahrenheit. The settings of the refrigerator were turned	All refrigerators will have a working thermometer to read correct temperature. It was defective and replaced. Observed by C. Blackburn.	4/18/2023

	up to a cooler temperature and 2 hours later it still read over 150 degrees Fahrenheit.		
R400.8325	The multipurpose table in the young preschool was not washed, rinsed, and sanitized after morning snack. I observed the children transition to playing with blocks on the table and reading books.	Tables shall be washed, rinsed, and sanitized after feedings, before activities are offered. D.C. was in training and first day of employment.	4/17/23
R400.8128	CCSM, S.S, D.C and N.O. did not have evidence to verify that they were free from communicable tuberculosis on file.	All staff/volunteers that have contact with the children 4+ hrs. per week will have a current TB test on file. S.S. will have a TB test completed asap. D.C. and K.O. are no longer employed. Observed by C. Blackburn.	5.9.23

It is expected that the corrective action plan will be implemented within the time frames as outlined in your plan.

A follow-up evaluation may be made to verify compliance. Should the corrections not be implemented in the specified time, it may be necessary to reevaluate the status of your license.

The office provides technical assistance to meet the licensing requirements and consultation to improve services. Please contact me with any questions. In the event that I am not available and you need to speak to someone immediately, you may contact the local office at (517) 284-9730.

Sincerely,



RaSheeda Mitchell, Licensing Consultant
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