



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

April 4, 2023

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

RE: License #: DC630269808  
**Webb Latchkey**  
**2100 Woodward Heights**  
**Ferndale, 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 04/03/2023, I found 5 violations listed below and explained in the attached report:

- R 400.8131(3) Professional development requirements.
- R 400.8131(4) Professional development requirements.
- R 400.8131(6) Professional development requirements.
- R 400.8143(8) Children's records.
- R 400.8146(2) Information provided to parents.

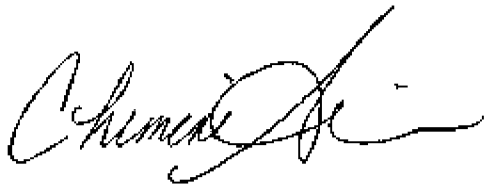
You gave us an acceptable written corrective action plan. We will send you a regular license in the mail.

<b>During calendar year 2022:</b>	<b>Total</b>
Number of serious injuries that occurred in facility.	<b>0</b>
Number of deaths that occurred in the facility.	<b>0</b>
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	<b>0</b>

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**

<b>License #:</b>	DC630269808
<b>Licensee Name:</b>	Board Of Education Hazel Park
<b>Licensee Address:</b>	1620 E. Elza Ave Hazel Park, MI 48030
<b>Licensee Telephone #:</b>	(248) 658-5530
<b>Licensee/Designee:</b>	Stephanie Dulmage, Designee
<b>Name of Facility:</b>	Webb Latchkey
<b>Facility Address:</b>	2100 Woodward Heights Ferndale, MI 48030
<b>Facility Telephone #:</b>	(248) 658-5530
<b>Original Issuance Date:</b>	10/01/2004
<b>Capacity:</b>	100
<b>Age Range:</b>	Ages 2 years 6 months Thru 12 years
<b>Program Components:</b>	PRESCHOOL SCHOOL AGE

**II. METHODS OF INSPECTION**

Date of On-Site Inspection(s): 04/02/2023  
 Date of Environmental Health Inspection: N/A  
 Date of Fire Safety Inspection: 03/01/2021  
 Date of Lead Hazard Risk Assessment, if applicable: N/A  
 Date of Documentation of Playground Compliance, if applicable: N/A

		No. of Records Reviewed
No. of children enrolled in care	49	10
No. of staff employed	4	4
No. of volunteers	0	0
No. of children present at time of inspection	17	
No. of staff present at time of inspection	1	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	0	
Persons Interviewed:		
Licensee/Licensee Designee	<input type="checkbox"/>	
Program Director	<input type="checkbox"/>	
Caregiving staff	<input checked="" type="checkbox"/>	

Approved Child Use Space: Latchkey room, gymnasium, and media center  
 Approved Program Director: Megan Pepasian-Broadwell  
 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 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.**

(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.

Child care staff member JH did not complete prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect training before caring for children.

**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.

Child care staff member JH did not complete prevention of infectious disease training, including immunizations.

**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.

Child care staff members LP, JR, and LD did not complete 16 clock hours of training in 2022.

**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.

The center did not obtain signed statements from school-age parents confirming children are in good health, immunizations are up to date and immunization records or waivers are on file with school.

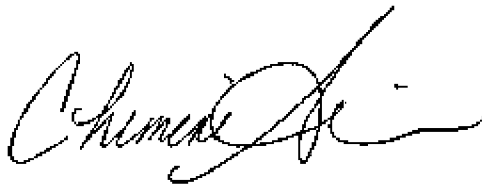
**R 400.8146                    Information provided to parents.**

- (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.

The center did not obtain written and signed documentation that parents received the written information packet.

**IV. RECOMMENDATION**

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



04/04/2023

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Chimere Simmons  
Licensing Consultant

Date