



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

March 14, 2023

Cathrine Broessel
KCE Champions LLC
17050 Dorset Ave.
Southfield, MI 48075

RE: License #: DC630308483
McIntyre Elementary School
19600 Saratoga Blvd.
Southfield, MI 48076

Dear Mrs. Broessel:

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 02/03/2023, I found 19 violations listed below and explained in the attached report: listed below and explained in the attached report:

- R 400.8110 (4) Applicant; licensee; licensee designee; requirements
- R 400.8110 (14) Applicant; licensee; licensee designee; requirements
- R 400.8112 (1) (c) Comprehensive background check; fingerprinting
- R 400.8128 Staff; volunteer; tuberculosis
- R 400.8131 (3) Professional development requirements
- R 400.8131 (4) Professional development requirements
- R 400.8131 (5) (a) Professional development requirements
- R 400.8131 (5) (b) Professional development requirements
- R 400.8131 (5) (c) Professional development requirements
- R 400.8131 (5) (d) Professional development requirements
- R 400.8131 (5) (e) Professional development requirements
- R 400.8131 (5) (g) Professional development requirements
- R 400.8131 (10) Professional development requirements
- R 400.8143 (1) Children's records
- R 400.8161 (5) Emergency procedures
- R 400.8161 (6) Emergency procedures
- R 400.8164 (3) Telephone service
- R 400.8173 (2) Equipment

R 400.8330 (10) Food services and nutrition generally

Due to the violations, you must send us a corrective action plan by 04/03/2023. 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, a regular license will be issued. You will receive it 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,



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 #:	DC630308483
Licensee Name:	KCE Champions LLC
Licensee Address:	650 NE Holladay Suite 1400 Portland, OR 97232
Licensee Telephone #:	(248) 885-3981
Licensee/Designee:	Cathrine Broessel, Designee
Name of Facility:	McIntyre Elementary School
Facility Address:	19600 Saratoga Blvd. Southfield, MI 48076
Facility Telephone #:	(248) 839-9828
Original Issuance Date:	09/13/2010
Capacity:	80
Age Range:	Ages 4 years 9 months Thru 12 years
Program Components:	SCHOOL AGE BEFORE/AFTER SCHOOL

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 02/03/2023
 Date of Environmental Health Inspection: N/A
 Date of Fire Safety Inspection: 03/10/2023 CCL 5043 Cert. of School Building
 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	110	10	
No. of staff employed	5	5	
No. of volunteers	0	0	
No. of children present at time of inspection	49		
No. of staff present at time of inspection	3		
No. of volunteers present at time of inspection	0		
No. of children interviewed/observed	49		

Persons Interviewed: Licensee/Licensee Designee
 Program Director
 Caregiving staff

Approved Child Use Space: Gym, Common Area A, Common Area B, and Library
 Approved Program Director: Joshua Walker
 Approved Central Administrator: Cathrine Broessel
 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 eating snack and a group activity about product slogans. The child care staff members’ interactions with the children were positive and nurturing. They were attentive to the children’s needs.

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

R 400.8110 Applicant; licensee; licensee designee; requirements.

(4) There must be a licensing notebook on the premises that includes all licensing inspection and special investigation reports and related corrective action plans for the last 5 calendar years, and a summary sheet outlining the documents contained in the notebook. The notebook must be in a place accessible to parents and prospective parents at all times during the center's normal hours of operation.

The licensing notebook was missing the licensing inspection reports from 2022 and 2021.

REPEAT VIOLATION ESTABLISHED – Previous Rule 400.8110 (11)

LSR Dated 07/17/2019

Corrective Action Plan Dated 07/24/2019

R 400.8110 Applicant; licensee; licensee designee; requirements.

(14) A center shall post a notice in a place accessible and visible to parents, staff, and visitors stating that smoking and vaping are prohibited in the center and on the center's property.

There was not a notice posted in a place accessible and visible to parents, staff, and visitors stating that smoking and vaping are prohibited in the center and on the center's property.

R 400.8112 Comprehensive background check; fingerprinting.

(1) Pursuant to section 5n of the act, MCL 722.115n, before an individual has unsupervised contact with children, the department shall determine the individual's eligibility to be any of the following:

(c) A child care staff member.

Three of the five child care staff members were not determined eligible before having unsupervised contact with children.

- Child care staff member (D.B.) was hired on 08/05/2022 and she was determined eligible on 02/20/2023.
- Child care staff member (S.T.) was hired on 11/15/2022 and she was determined eligible on 03/01/2023.
- Child care staff member (S.R.) was hired on 10/06/2022 and she was determined eligible on 03/03/2023.

R 400.8128 Staff; volunteer; tuberculosis.

A center shall keep on file at the center evidence to verify that each child care staff member and each volunteer who has contact with children at least 4 hours per week for more than 2 consecutive weeks is free from communicable tuberculosis (TB). Verification of TB status is required within 1 year before employment or volunteering.

Three of the five child care staff members' records reviewed did not contain verification of TB status within 1 year before employment.

- Child care staff member (D.B.) was hired on 08/05/2022 and there was no verification of TB testing in her file.
- Child care staff member (S.T.) was hired on 11/15/2022 and her TB testing was completed on 12/30/2022.
- Child care staff member (S.R.) was hired on 10/06/2022 and her TB testing was completed on 03/03/2023.

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.

Two of the five child care staff members was not trained on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect before caring for children.

- Child care staff member (S.T.) was hired on 11/15/2022 and she has not completed the training.
- Child care staff member (S.R.) was hired on 10/06/2022 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.

Two of the five child care staff members did not complete prevention and control of infectious disease training, including immunizations, before unsupervised contact with children.

- Child care staff member (S.T.) was hired on 11/15/2022 and she has not completed the training.
- Child care staff member (S.R.) was hired on 10/06/2022 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.

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

- Child care staff member (S.T.) was hired on 11/15/2022 and she has not completed the training.
- Child care staff member (S.R.) was hired on 10/06/2022 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.

Two of the five 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 (S.T.) was hired on 11/15/2022 and she has not completed the training.
- Child care staff member (S.R.) was hired on 10/06/2022 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.

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

- Child care staff member (S.T.) was hired on 11/15/2022 and she has not completed the training.
- Child care staff member (S.R.) was hired on 10/06/2022 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.

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

- Child care staff member (S.T.) was hired on 11/15/2022 and she has not completed the training.
- Child care staff member (S.R.) was hired on 10/06/2022 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.

Two of the five 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 (S.T.) was hired on 11/15/2022 and she has not completed the training.
- Child care staff member (S.R.) was hired on 10/06/2022 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.

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

- Child care staff member (S.T.) was hired on 11/15/2022 and she has not completed the training.
- Child care staff member (S.R.) was hired on 10/06/2022 and she has not completed the training.

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 the five child care staff members' records reviewed (S.R.) was not trained or certified in pediatric, child, and adult cardiopulmonary resuscitation (CPR) within 90 days of being hired.

R 400.8143 Children's records.

(1) At the time of a child's initial attendance, a center shall obtain a child information card, using a form provided by the department or a comparable substitute, that is completed and signed by the child's parent. The center shall keep it on file and accessible in the center.

Eight of the ten children's information cards reviewed were missing information including allergies, special needs, special instructions information, parent's employer's name, parent's employment phone number, physician's name, and physician's phone number.

REPEAT VIOLATION ESTABLISHED
LSR Report dated 04/08/2022
Corrective Action Plan dated 04/29/2022

REPEAT VIOLATION ESTABLISHED
LSR Report dated 07/17/2019
Corrective Action Plan dated 07/23/2019

R 400.8161 Emergency procedures.

(5) A fire drill program, consisting of at least 1 fire drill quarterly, must be established and implemented.

There were only two fire drills documented in 2022.

R 400.8161 Emergency procedures.

(6) A tornado drill program, consisting of at least 2 tornado drills between the months of March through November, must be established and implemented.

There were no documented tornado drills completed at least two tornado drills between the months of March through November in 2021.

R 400.8164 Telephone service.

(3) Emergency phone numbers, including 911, fire, police, and the poison control center, and the facility's physical address and 2 main cross streets, must be conspicuously posted in a place visible to staff.

The Emergency Action Plan posting that includes the information specified in the rule was missing the facility name, address, and two main cross streets.

R 400.8173 Equipment.

(2) The current list of unsafe children's products that is provided by the department must be conspicuously posted in the center, as required by section 15 of the children's product safety act, 2000 PA 219, MCL 722.1065.

The current list, Fall 2022, of unsafe children's products that is provided by the department was not posted in the center, as required by section 15 of the children's product safety act, 2000 PA 219, MCL 722.1065.

The Spring 2022 recall list was posted.

R 400.8330 Food services and nutrition generally.

(10) Menus must be planned in advance, dated, and posted in a place visible to parents. Food substitutions must be noted on the menus the day the substitution occurs.

The snack menu that was posted was blank for 02/02/2023 and 02/03/2023.

Technical Assistance and Consultation were provided for the following:

- Reviewed the connection/disconnection process for child care staff members in the CCBC system.
- Reviewed what required documents must be available on-site for inspections or a variance must be requested.
- Discussed relocation site for emergency plans needs to be changed because site is too far from the center.

IV. RECOMMENDATION

Upon receipt of an acceptable corrective action plan, I recommend issuance of a regular license to this child care center.



March 14, 2023

Alicia Wiggins
Licensing Consultant

Date