



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

June 1, 2022

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

RE: License #: DC630314769  
**PACE Academy**  
**23777 Southfield Road**  
**Southfield, MI 48075**

Dear Ms. Broessel:

This letter is to advise you that the 06/01/2022 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
R 400.8131 (3) Professional development requirements.	One of the three 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 (R.G.) was hired in February 2022 and he has not completed prevention	All employees will complete required PD training prior to yearly deadlines and upon hiring.  Missing refresher class was completed by both employees.	05/25/2022

	of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect training.		
R 400.8131 (12) Professional development requirements.	One of the three child care staff members (B.T.) did not complete the 2020 Refresher training.	All employees will complete required PD training prior to yearly deadlines and upon hiring.  Missing refresher class was completed by both employees.	05/25/2022
R 400.8143 (1) Children's records.	Ten of the ten children's information cards reviewed were missing information including date of admission, allergies, special needs, special instructions information, parent's employer and employment phone number, physician's name and physician's phone number, and the parent's permission for the child care center to secure emergency medical treatment for their child while in care.	Children's records will be audited and missing information will be obtained by the director.	06/15/2022
R 400.8143 (8) (a), (b), and (c) Children's records.	Ten of the ten children's records reviewed did not contain a signed statement from a school-age child's parent confirming 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	Children's records will be audited and missing information will be obtained by the director.	06/15/2022

	waiver is on file with the child's school.		
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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,



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