



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

MARLON I. BROWN, DPA  
ACTING DIRECTOR

August 28, 2023

Charlotte Jackson  
Teachable Moments ELC  
21800 Glenwild Dr.  
Northville, MI 48167

RE: License #: DC630386043  
**Teachable Moments ELC**  
**3933 12 Mile Road**  
**Berkley, MI 48072**

Dear Ms. Jackson:

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 08/25/2023, I found 8 violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

- R 400.8122(5)      Lead caregiver; qualifications; responsibilities.**
- R 400.8131(2)      Professional development requirements.**
- R 400.8131(3)      Professional development requirements.**
- R 400.8131(5)      Professional development requirements.**
- R 400.8143(2)      Children's records.**
- R 400.8143(3)      Children's records.**
- R 400.8143(7)      Children's records.**
- R 400.8325(1)      Sanitization.**

Due to the violations, you must send us a corrective action plan by 09/18/2023. 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.

<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,



Cheryl Amare, Licensing Consultant  
Bureau of Community and Health Systems  
611 W. Ottawa Street  
P.O. Box 30664  
Lansing, MI 48909  
(248) 860-0896

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
CHILD CARE LICENSING BUREAU  
RENEWAL INSPECTION REPORT**

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	DC630386043
<b>Licensee Name:</b>	Teachable Moments ELC
<b>Licensee Address:</b>	21800 Glenwild Dr. Northville, MI 48167
<b>Licensee Telephone #:</b>	(313) 319-3202
<b>Licensee/Designee:</b>	Charlotte Jackson, Designee
<b>Name of Facility:</b>	Teachable Moments ELC
<b>Facility Address:</b>	3933 12 Mile Road Berkley, MI 48072
<b>Facility Telephone #:</b>	(313) 319-3202
<b>Original Issuance Date:</b>	02/01/2017
<b>Capacity:</b>	57
<b>Age Range:</b>	Ages Birth Thru 12 years
<b>Program Components:</b>	PRESCHOOL INFANT/TODDLER FOOD SERVICE BEFORE/AFTER SCHOOL

**II. METHODS OF INSPECTION**

Date of On-Site Inspection(s): 08/25/2023  
 Date of Environmental Health Inspection: 08/21/2023  
 Date of Fire Safety Inspection: 08/16/2021  
 Date of Lead Hazard Risk Assessment, if applicable: 01/10/2017  
 Date of Documentation of Playground Compliance, if applicable: N/A

		No. of Records Reviewed
No. of children enrolled in care	48	10
No. of staff employed	12	7
No. of volunteers	0	0
No. of children present at time of inspection	35	
No. of staff present at time of inspection	10	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	35	
Persons Interviewed:	Licensee/Licensee Designee	<input checked="" type="checkbox"/>
	Program Director	<input checked="" type="checkbox"/>
	Caregiving staff	<input checked="" type="checkbox"/>

Approved Child Use Space: Infant room, Toddler room, Preschool 1 room, and Preschool 2 room.  
 Approved Program Director: Charlotte Jackson  
 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.

At the time of the on-site inspection, I provided staff with technical assistance pertaining to the following Child Care Centers Licensing Rules:  
 R400.8125(3)&(4) Staff; volunteer; requirements.  
 R400.8131(11) Professional development requirements.  
 R400.8134(3)(d) Handwashing.  
 R400.8146(1)(h) Information provided to parents.

- R400.8152(3) Medication; administrative procedures.
- R400.8161(2)(a) Emergency procedures.
- R400.8170(3) Outdoor play area.
- R400.8330(21) Food services and nutrition generally.
- R400.8335(1) Food services and nutrition; provided by center.
- R400.8380(5) Maintenance of premises.

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

**R 400.8122      Lead caregiver; qualifications; responsibilities.**

(5) Lead caregivers shall meet 1 of the following qualifications shown in Table 3:

TABLE 3 Lead Caregiver Qualifications			
	Education	Coursework in Early Childhood Education, Child Development, or a Child-Related Field	Hours of Experience
(a)	Bachelor's degree or higher in early childhood education, child development, or a child-related field		
(b)	Montessori credential with		480 hours
(c)	Associate's degree or higher in early childhood education or child development		
(d)	Valid child development associate credential with		480 hours
(e)	High school diploma or GED with	12 semester hours and	960 hours

(f)	High school diploma or GED with	12 semester hours, 18 CEUs, or a combination to equal 18 clock hours with	1,920 hours
(g)	High school diploma or GED with	6 semester hours, 9 CEUs, or a combination to equal 90 clock hours with	3,840 hours

The infant room does not have a qualified lead caregiver.

**R 400.8131 Professional development requirements.**

(2) Child care staff members shall have training that includes information about prevention of sudden infant death syndrome and use of safe sleep practices before caring for infants and toddlers.

One toddler staff member had not been trained.

**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 toddler staff member had not been trained.

**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.
- (b) Prevention of and response to emergencies due to food and allergic reactions.
- (c) Building and physical premises safety.

- (d) Emergency preparedness and response planning.
- (e) Handling and storage of hazardous materials and appropriate disposal of bio-contaminants.
- (f) Precautions in transporting children, if applicable.
- (g) Child development.

Two staff members have not completed the required training.

**R 400.8143 Children's records.**

- (2) Child information cards must be reviewed and updated by parents at least annually and when the center becomes aware of changes.

Two of the ten child information cards I reviewed had not been updated at least annually.

**R 400.8143 Children's records.**

- (3) For children under school-age, at the time of a child's initial attendance, a center shall obtain, keep on file, and make accessible in the center 1 of the following:
  - (a) A certificate of immunization showing a minimum of 1 dose of each immunizing agent specified by the department of health and human services (DHHS).
  - (b) A copy of a waiver addressed to DHHS and signed by the parent stating immunizations are not being administered due to religious, medical, or other reasons.

Two of the ten children's files I reviewed did not have certificates.

**R 400.8143 Children's records.**

- (7) Physical evaluations must be updated as follows:
  - (a) Yearly for infants and toddlers.
  - (b) Every 2 years for preschoolers.

One of the ten children's files reviewed did not have an updated evaluation for a preschooler.

**R 400.8325 Sanitization.**

- (1) All tableware, utensils, food contact surfaces, and food service equipment must be thoroughly washed, rinsed, and sanitized after each use. Multi-purpose tables must be thoroughly washed, rinsed, and sanitized before and after they are used for meals or snacks.

During my on-site inspection staff did not wash, rinse, sanitize the multi-purpose table in the Preschool 1 room after the children ate a morning snack and before the children used the table for a small group activity.

#### IV. RECOMMENDATION

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



Cheryl Amare  
Licensing Consultant

Date  
08/28/2023