



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

September 29, 2022

Karen Richter
The Felician Sisters Child Care Centers, Inc.
36800 Schoolcraft
Livonia, MI 48150

RE: Application #: DC630413899
St. Joseph Child Care Center
161 Bassett
Pontiac, MI 48341

Dear Ms. Richter:

Attached is the Original Licensing Study Report for the above referenced facility. The study has determined substantial compliance with applicable licensing statutes and rules. Therefore, an original license with a maximum capacity of 140 is issued.

Please review the attached documentation for accuracy and 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 (248) 975-5053.

Per MCL 722.113g, this report must be filed in your Licensing Notebook.

Sincerely,

J. Manchester

Jinelle M. Manchester, Licensing Consultant
Bureau of Community and Health Systems
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(313) 938-6141

enclosure

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

I. IDENTIFYING INFORMATION

License #:	DC630413899
Applicant Name:	The Felician Sisters Child Care Centers, Inc.
Applicant Address:	36800 Schoolcraft Livonia, MI 48150
Applicant Telephone #:	(734) 793-3851
Licensee/Designee:	Karen Richter, Designee Amy Robinson, Designee
Name of Facility:	St. Joseph Child Care Center
Facility Address:	161 Bassett Pontiac, MI 48341
Facility Telephone #:	(734) 793-3852
Application Date:	07/25/2022
Capacity:	140
Program Type:	CHILD CARE CENTER

II. METHODOLOGY

07/25/2022	Enrollment Online enrollment
08/23/2022	Contact - Document Sent Rule & Act booklets; CC Comprehensive Background Cks; Reimburse ltr & form
08/23/2022	Application Incomplete Letter Sent IRS ltr; 5003; 001 & DL for Karen (LD); 001 & DL for PD
09/26/2022	Inspection Completed-Heating Approved
09/26/2022	Contact - Document Received kitchen license and playground inspection
09/26/2022	Contact - Document Received "A" rated fire
09/26/2022	Inspection Completed On-site
09/26/2022	Inspection Completed – Fire : A
09/26/2022	Inspection Completed-BCAL Full Compliance
09/28/2022	Inspection Completed-Env. Health : A
09/28/2022	Application Complete/On-site Needed
09/28/2022	Recommend License Issuance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Description of Facility

St. Joseph Child Care Center is in Pontiac, MI. It is a free-standing building located on the campus of St. Joseph Mercy Hospital.

Approved space (room numbers, sizes, capacity and ages of children for which each room/well-defined space is approved, etc.):

Rooms 1, 2, and 3 each measure 10 feet x 10 feet, 9.5 feet x 18 feet, and 10 feet x 15 feet for a total of 421 square feet. This is enough room to accommodate up to eight children (ages 2 ½ and under) based on 50 square feet per child.

Rooms 4, 5, and 6 each measure 28 feet x 21 feet for a total of 588 square feet. This can accommodate up to 12 children (ages 2 ½ and under) based on 50 square feet per child.

Rooms 7, 8, 9, and 10 each measure 28 feet x 21 feet for a total of 720 square feet. This can accommodate up to 20 children (ages 2 ½ and older) based on 35 square feet per child.

The multipurpose room will be used for indoor gross motor use. It measures 26.5 feet x 22 feet for a total of 583 square feet. This can accommodate up to 12 children (ages 2 ½ and under) or up to 17 children (ages 2 ½ and older) at one time. This room is not used in the total capacity of the center.

Equipment:

Each room is equipped with a variety of age-appropriate materials. There is sufficient equipment for the requested capacity of 140 children.

Number of sinks and toilets:

There are a total of 17 toilets and 22 sinks available in the center.

Outdoor play area - location, fenced or not, water hazards:

There are three fenced in outdoor play areas. One for infants, one for toddlers, and one for preschool and school aged children. There are no water hazards.

Documentation if a lead hazard risk assessment was required and the results:

A lead inspection was not required as the center was built in 1995.

Documentation of playground safety:

A playground safety inspection was completed and approved on 9/26/2022 by certified playground inspector, Vicky Gallop.

B. Program Description

Ages of children served:

The facility is licensed to care for children ages birth to 12 years old.

Proposed days and hours of operation:

The program will operate Monday – Friday from 6:30 a.m. to 6:00 p.m.

Full or part time (AM or PM sessions or both):

There will be full and part time services available.

Other program components - transportation, swimming, food service:

Swimming services and transportation will not be offered. The facility will provide breakfast, lunch, and two snacks. Food will be catered from the licensed kitchen at St. Joseph Mercy Hospital (SFE 3963043578), which is located across the street.

Name of program director and under what rules the program director is qualified:

The approved program director is Amy Robinson. She was previously approved in 2020 under R 400.8113(7)(a) and (9). Ms. Robinson’s credentials and background checks are on file with the department.

Is there a central administrator that meets the administrative requirement?

There is no central administrator.

Explanation of variance(s), if any:

There are no variances.

C. Rule/Statutory Violations

There are no rule/statutory violations.

IV. RECOMMENDATION

I recommend issuance of an original license to this child care center.

J. Manchester

9/28/2022

Jinelle M. Manchester
Licensing Consultant

Date

Approved By:

Jacquelin Sharkey

09/29/2022

Jacquelin Sharkey
Area Manager

Date