



STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

GRETCHEN WHITMER
GOVERNOR

ORLENE HAWKS
DIRECTOR

November 10, 2022

Amanda Mattea
Detroit Public Schools Comm. District
16164 Asbury Park
Detroit, MI 48235

RE: License #: DC820294650
Cooke
18800 Puritan
Detroit, MI 48223

Dear Mrs. Mattea:

This letter is to advise you that the 11/10/2022 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.400.8112(2),	Child care staff members (CCSMs) did not have consent and disclosure forms onsite for review.	The licensee designee will instruct lead teachers to obtain the signed documents from staff and submit to her after making a copy for field files.	Immediate
R. 400.8125(5)	All staff did not have signed abuse and neglect statements on file.	The licensee designee instructed staff to sign the forms and send a copy to her office.	Immediate
R 400.8131 (3), (5) and (6)10, (12) Professional development.	(3)All staff did not complete required trainings before having contact with children. (5)All required staff did not complete the required health and safety modules	The licensee designee provided staff with a deadline to complete all missing trainings and provide verification to the office.	11/03/2022

	1 and 2. (6) Several staff did not complete 16 clock hours of professional development for 2020 and 2021. (10) There is no verification of all staff being trained in CPR/First aid.		
R. 400.8143 (1) Children records	Several of the child emergency cards were not thoroughly filled out.	Lead teachers were instructed to have parents complete all areas of the card and to not use "N/A" or leave area blank.	Immediate and ongoing
R. 400.8173 (2) and (4) Equipment	(2) A current recall list was not posted in the approved childcare rooms (4) The rug in room 108 was dirty.	The licensee designee provided the current list via an email to all staff and requested they post it. The rug will be shampooed and maintained as needed	Immediate Immediate

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,



Jacquelin Windham, Licensing Consultant
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 Lansing, MI 48909
 (313) 938-6526