



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

November 10, 2022

Brian Samuel
Matrix Human Services
1400 Woodbridge
Detroit, MI 48207

RE: License #: DC820363606

RE: SI LOG #: **Matrix Head Start-JBN Samaritan
5555 Conner
Detroit, MI 48213**

Dear Mr. Samuel:

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 Interim Inspection 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(12)	on 10/19/2022 all five staff members who records I reviewed were missing proof of completing the 2021 health and safety refresher course.	Program director, Licensee designee and HR will conduct bi-monthly reviews of staff records for trainings to ensure compliance. Staff will complete the 2021 refresher course and going forward the refresher will be taken as released.	1-2 months
R 400.8131(5)	On 10/19/2022 two of the five staff records reviewed were missing proof of training in Administration of medication, prevention of and response to	Program director, licensee designee and HR will conduct biweekly reviews of staff records for trainings to ensure compliance. Staff missing trainings will complete the Health and safety	1-2 Months

	<p>emergencies due to food ad allergic reactions, building and physical premises safety, emergency preparedness and response planning, handling, and storing of hazardous materials and appropriate disposal of bio contaminates, precautions in transporting children, and child development. Three of the five staff members whose records were reviewed were missing trainings in physical premises safety, emergency preparedness and response planning, handling, and storing of hazardous materials and appropriate disposal of bio contaminates. All these trainings are covered in the health and safety training course one and two.</p>	<p>courses 1 and 2 on MiRegistry. Also going forward, all future employees will be required to complete the trainings within the first 90 days of being hired.</p>	
R 400.8143 (1)	<p>On 10/19/2022, ten child information cards were reviewed. three out of the ten children records reviewed were not dated, two of the ten were not signed, two of the 3 ten were missing allergy information and two of the ten were missing employer information</p>	<p>Program director, Licensee designee and office staff will review all children records to ensure the correct completion of the children's records. The current missing information will be filled out by the families and any future students being enrolled will be required to fill out the form completely at the time of the child's initial attendance.</p>	1-2 Months

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 (313) 456-0380.

Sincerely,

A handwritten signature in black ink, appearing to read "Laura Piacentini". The signature is fluid and cursive, with the first name "Laura" written in a larger, more prominent script than the last name "Piacentini".

Laura Piacentini, Licensing Consultant
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Child Care Licensing Bureau
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Lansing, MI 48909
313-269-5879