



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

June 16, 2023

Brian Samuel
Matrix Human Services
1400 Woodbridge
Detroit, MI 48207

RE: License #: DC820363606
Matrix Head Start-JBN Samaritan
5555 Conner
Detroit, MI 48213

Dear Mr. Samuel:

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 06/14/2023, I found four violation(s) listed below and explained in the attached report:

| | |
|------------------------|---|
| R400.8131(5) | Professional development requirements. |
| R400.8131(12) | Professional development requirements. |
| R400.8161(2)(e) | Emergency procedures. |
| R44.8161(2)(g) | Emergency procedures. |

Due to the violations, you must send us a corrective action plan by 07/06/2023. 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.

| During calendar year 2022: | Total |
|---|--------------|
| Number of serious injuries that occurred in facility. | 0 |
| Number of deaths that occurred in the facility. | 0 |
| Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility. | 0 |

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,



Laura Piacentini, Licensing Consultant
Department of Licensing and Regulatory Affairs
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
313-269-5879

enclosure

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

I. IDENTIFYING INFORMATION

| | |
|--------------------------------|---|
| License #: | DC820363606 |
| Licensee Name: | Matrix Human Services |
| Licensee Address: | 120 Parsons Detroit, MI 48201 |
| Licensee Telephone #: | (313) 962-5255 |
| Licensee/Designee: | Brian Samuel, Designee |
| Name of Facility: | Matrix Head Start-JBN Samaritan |
| Facility Address: | 5555 Conner Detroit, MI 48213 |
| Facility Telephone #: | (313) 285-1928 |
| Original Issuance Date: | 01/27/2015 |
| Capacity: | 172 |
| Age Range: | Ages Birth Thru 5 years 11 months |
| Program Components: | PRESCHOOL INFANT/TODDLER HEAD START |

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 06/14/2023
 Date of Environmental Health Inspection: N/A
 Date of Fire Safety Inspection:
 Date of Lead Hazard Risk Assessment, if applicable:
 Date of Documentation of Playground Compliance, if applicable:

| | | No. of Records Reviewed |
|---|-------------------------------------|----------------------------|
| No. of children enrolled in care | 105 | 10 |
| No. of staff employed | 26 | 6 |
| No. of volunteers | 0 | 0 |
| No. of children present at time of inspection | 48 | |
| No. of staff present at time of inspection | 16 | |
| No. of volunteers present at time of inspection | 0 | |
| No. of children interviewed/observed | 48 | |
| 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: Room 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12 and the Kaboom rooms are approved for child use spaces
 Approved Program Director: Carmen Romero is the approved Program director
 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.

On 06/16/2023, during my onsite inspection, I observed eight classrooms. I observed children participating in circle time, story read aloud, small group time and work time. During these times, children worked on letter and number recognition, spelling their names, coloring a rainbow, count, and cutting and decorating a special card for father’s day. All staff members interacted appropriately with all children present.

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

R 400.8131 Professional development requirements.

(12) When the department of licensing and regulatory affairs or the department of education publishes a notice that a new health and safety update document or a new health and safety update training activity has been published on MiRegistry, the licensee shall ensure that all personnel read and acknowledge the document or complete the activity within 6 month of the notice.

On 06/14/2023, I reviewed six staff files. Out of the six files reviewed, the program director was missing the 2020 health and safety refresher course, three child care staff members were missing the 2021 health and safety refresher course and three child care staff members were missing the 2022 health and safety refresher course.

REPEAT VIOLATION ESTABLISHED

LSR dated: 10/20/2022

Corrective Action Plan dated:11/10/2022

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.**

On 06/14/2023, I reviewed six staff files. Of the six records reviewed, three were missing proof in trainings in physical premises safety, emergency preparedness and response planning, handling, and storing of hazardous materials and appropriate disposal of bio contaminants. These trainings were covered in the MiRegistry Health and Safety Course 2. They are Now covered in MiRegistry Health and Safety Module A, B, and C.

REPEAT VIOLATION ESTABLISHED

LSR dated: 10/20/2022

Corrective Action Plan dated:11/10/2022

R 400.8161 Emergency procedures.

- (2) The written procedures must include all of the following:
 - (e) A plan for contacting parents and reuniting families.

On 06/14/2023, the centers emergency plans were missing a sentence for how the center plans on contacting parents and reuniting families for all types of emergencies.

R 400.8161 Emergency procedures.

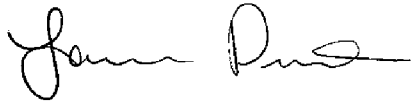
- (2) The written procedures must include all of the following:
 - (g) A plan for how infants and toddlers will be accommodated during each type of emergency.

On 06/14/2023, the centers emergency plans were missing a sentence for how infants and toddlers will be accommodated during each type of emergency.

Technical assistance was provided regarding making sure that all milk jugs that are opened in the morning are dated, even if you anticipate the milk being gone later in the day. All ready-to-use formula must also be labeled with the child's first and last name to which it belongs to. Not all classrooms were doing a three-step cleaning process due to bottles being broken, technical assistance was provided regarding making sure the center replaces broken bottles so classrooms can clean tables and changing tables with a three-step process. There are also a few sink faucets that look like they need some maintenance. They still work properly but consultation was provided regarding looking at all sink faucets over the summer to see if any need replaced or repaired.

IV. RECOMMENDATION

Upon a receipt of an acceptable corrective action plan, I recommend issuance of a regular license to this child care facility.



06/16/2023

Laura Piacentini
Licensing Consultant

Date