



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

February 6, 2023

Jacqueline Fordham
Cribs 2 College Academy
20401 Livernois
Detroit, MI 48221

RE: License #: DC820390425
Cribs 2 College Academy
20401 Livernois
Detroit, MI 48221

Dear Ms. Fordham:

This letter is to advise you that the 02/02/2023 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(4)(a) Comprehensive background check; fingerprinting.	One of nine child care staff members determined ineligible by the department was on the premises of the child care center. Licensee was made aware she could not be at the center working until her fingerprints were cleared as eligible. Licensee is currently working with CCBC as they are awaiting additional out of state information.	Licensee and management have ensured they will not allow any potential candidate to work in the center until all background checks have been completed, and notification of eligibility is received from CCBC.	1/25/2023

R 400.8112(4)(b) Comprehensive background check; fingerprinting.	One of nine child care staff members determined ineligible was not prohibited from having any contact with children in care. Licensee stated that she has been in communication with CCBC. She was unaware staff member was prohibited from having contact with the children while awaiting eligibility.	Individuals found ineligible to work in the childcare center will be prohibited from having any contact with children or being hired by the licensee. If any individual is found ineligible while on the premises, he/she will be asked to immediately leave the center.	1/25/2023
R 400.8128 Staff; volunteer; tuberculosis.	Two of nine child care staff members did not have verification of TB status on file at the center.	The program director will ensure that all potential staff for hire will have valid T.B. test results on file with the center before having contact with the children.	1/25/2023
R 400.8131 (2) Professional development requirements.	Two of nine child care staff members had not completed training that includes information about prevention of sudden infant death syndrome and use of safe sleep practices before caring for infants and toddlers.	Licensee has ensured that documentation of SIDS and safe sleep will be on file at the center or MiRegistry for staff who works with infants and toddlers.	1/25/2023
R 400.8131 (3) Professional development requirements.	Five of nine child care staff members did not have evidence of training on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect.	Licensee has ensured that documentation of training on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect will be on file at the center or MiRegistry.	1/25/2023
R 400.8131 (5) Professional development requirements.	Five of nine child care staff members had not completed health and safety courses 1 and 2.	Licensee ensured that upon hire as a child care staff member (within the first 90 days of employment), staff will complete the required trainings listed on MiRegistry. Program director has	1/25/2023

		developed a monitoring tool to be used to document, track and audit employee training files to ensure that required trainings are completed monthly and by set deadlines. Those staff members not in compliance will be subject to disciplinary action or termination.	
R 400.8131 (6) Professional development requirements.	Nine of nine child care staff members had not completed 16 clock hours of professional development for year 2022.	Program director will ensure that all staff members complete 16 clock hours of training annually to remain compliant at all times. Staff training files will audited monthly to ensure that completed certificates are in each employee's file. Staff who are not actively completing trainings will be terminated from employment.	1/30/2023
R 400.8131 (12) Professional development requirements.	Licensee did not ensure that all personnel completed health and safety refresher courses for years 2020, 2021, and 2022. Five of nine child care staff members had not completed three published refresher courses.	Program director will closely monitor Health & Safety training deadlines on MiRegistry to ensure that training requirements are being met. As a part of onboarding and monthly staff meetings, employee training files will be audited to review completion of trainings. Those missing years 2020, 2021 and 2022 refreshers will complete immediately.	1/25/2023
R 400.8182(3) Ratio and group size requirements.	The child care staff member to child ratio was 1 to 14. Licensee stated that management assist in classrooms to maintain ratio but were not available due to scheduled meeting out of the building.	Licensee and program director will ensure that staff to child ratios are maintained at all times. They will continually seek to hire daily to recruit additional staff members. Hiring, retaining staff, and managers working in classrooms will assist in maintaining compliance.	1/25/2023

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.

Per MCL 722.113g, this report and any related corrective action plans must be filed in your licensing notebook.

Sincerely,

A handwritten signature in black ink, appearing to read "Janeiro Byrd". The signature is written in a cursive, flowing style.

Janeiro Byrd, Licensing Consultant
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