



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

December 16, 2022

April Standish
KCE Champions LLC
Suite 1400
21762 Harding
Rockwood, MI 48173

RE: License #: DC820394279
John Barnes Elementary
24925 Meadows
Flat Rock, MI 48134

Dear Ms. Standish:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your center on 11/02/2022. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Child Care Centers.

The violations that were found are:

R 400.8143 Children's records.

(1) At the time of a child's initial attendance, a center shall obtain a child information card, using a form provided by the department or a comparable substitute, that is completed and signed by the child's parent. The center shall keep it on file and accessible in the center.

10 of the 10 child information cards reviewed were incomplete. They were missing the following information: date of admission, employer name, work phone, parent's signature and date.

R 400.8143 Children's records.

(8) Upon enrollment and annually thereafter, a center shall obtain and keep on file at the center a signed statement from a school-age child's parent confirming all of the following:

(a) The child is in good health with activity restrictions noted.

(b) The child's immunizations are up-to-date.

(c) The immunization record or appropriate waiver is on file with the child's school.

Eight of the 10 children records reviewed did not have a signed parental health statement on file at the center.

R 400.8161 Emergency procedures.

(5) A fire drill program, consisting of at least 1 fire drill quarterly, must be established and implemented.

The center did not complete quarterly fire drills in 2021 and 2022. Fire drills were completed on 01/19/2021, 03/01/2021, 04/12/2021, 05/27/2022 and 09/19/2022.

R 400.8161 Emergency procedures.

(6) A tornado drill program, consisting of at least 2 tornado drills between the months of March through November, must be established and implemented.

The center did not complete two tornado drills between March through November in 2021. A tornado drill was completed on 04/13/2021.

Due to the violations, you must send us a corrective action plan by 01/20/2023. 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, there will be no change to your license status.

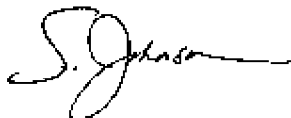
During calendar year 2021:	Total
Number of serious injuries that occurred in facility.	0
Number of deaths that occurred in the facility.	0
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	0

You can find a copy of this inspection letter and any associated corrective action plans on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of when inspection letters are completed can be found under [Overview of Licensing Reports](#).

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,



Selika Johnson, Licensing Consultant
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P.O. Box 30664
Lansing, MI 48909

(313) 938-5922