



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

May 3, 2023

Stefanie Boyd  
Chapatah LLC  
30280 Woodgate Drive  
Southfield, MI 48076

RE: License #: DC820399937  
**Hakuna Matatah Preschool and Childcare Center**  
**26140 W 7 Mile**  
**Redford, MI 48240**

Dear Mrs. Boyd:

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 03/30/2023, I found 8 violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

<b>R 400.8110</b>	<b>Applicant; licensee; licensee designee; requirements.</b>
<b>R 400.8131</b>	<b>Professional development requirements.</b>
<b>R 400.8143</b>	<b>Children's Records</b>
<b>R 400.8146</b>	<b>Information to parents</b>
<b>R 400.8161(1)(d)</b>	<b>Emergency procedures</b>
<b>R 400.8161(1)(e)</b>	<b>Emergency procedures</b>
<b>R 400.8305</b>	<b>Plan review; approval; inspections</b>
<b>R 400.8510</b>	<b>Plans and specifications; submission; approval; inspections.</b>

Due to the violations, you must send us a corrective action plan by 05/23/2023. 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.

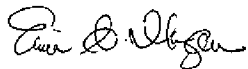
Upon the receipt of an acceptable corrective action plan, I recommend a regular license to this child care facility.

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

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,



Erica A. Hogan, MA.Ed, Licensing Consultant  
 Child Care Licensing Bureau  
 611 W. Ottawa Street  
 P.O. Box 30664  
 Lansing, MI 48909  
 313 402-7554  
[\*\*HoganE1@michigan.gov\*\*](mailto:HoganE1@michigan.gov)

enclosure

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

**I. IDENTIFYING INFORMATION**

**License #:** DC820399937

**Licensee Name:** Chapatah LLC

**Licensee Address:** 30280 Woodgate Drive  
Southfield, MI 48076

**Licensee Telephone #:** 313 878-4307

**Licensee/Designee:** Stefanie Boyd, Designee

**Name of Facility:** Hakuna Matatah Preschool and Childcare  
Center

**Facility Address:** 26140 W 7 Mile  
Redford, MI 48240

**Facility Telephone #:** (313) 878-4307

**Original Issuance Date:** 11/05/2019

**Capacity:** 26

**Age Range:** Ages Birth Thru 12 years

**Program Components:** PRESCHOOL  
SCHOOL AGE  
INFANT/TODDLER  
FOOD SERVICE  
BEFORE/AFTER SCHOOL

**II. METHODS OF INSPECTION**

Date of On-Site Inspection(s): 03/30/2023  
 Date of Environmental Health Inspection:  
 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	25	20
No. of staff employed	8	8
No. of volunteers	0	0
No. of children present at time of inspection	10	
No. of staff present at time of inspection	4	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	10	
Persons Interviewed:		
Licensee/Licensee Designee	<input checked="" type="checkbox"/>	
Program Director	<input type="checkbox"/>	
Caregiving staff	<input checked="" type="checkbox"/>	

Approved Child Use Space: The entire center is approved for child care. There are 3 rooms.  
 Approved Program Director: Willie Mae Boyd 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.

During the onsite inspection there were 10 children present. I observed them singing the ABC song, reviewing their shapes, and days of the week. They played bingo. Ms. Willie Mae Boyd, program was not present. Ms. Stephanie Boyd, licensee designee came for 5 minutes and left the center.

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

**R 400.8110            Applicant; licensee; licensee designee; requirements.**

**(4) There must be a licensing notebook on the premises that includes all licensing inspection and special investigation reports and related corrective action plans for the last 5 calendar years, and a summary sheet outlining the documents contained in the notebook. The notebook must be in a place accessible to parents and prospective parents at all times during the center's normal hours of operation.**

During the unannounced onsite inspection, the licensing notebook did not include the summary sheet of the contents of the licensing notebook.

**R 400.8131            Professional development requirements.**

**(10) All child care staff members who work directly with children are required to be trained in first aid and pediatric, child, and adult cardiopulmonary resuscitation (CPR) within 90 days of being hired. Prior to issuing a license to operate a child care center, and prior to the renewal of a license, the department shall verify that at least 50% of the child care staff members who work directly with children are currently certified in first aid and pediatric, child, and adult CPR. Each of these child care staff member's first aid and CPR certificates must be valid and retained on file in the center.**

During the unannounced onsite inspection, there was not 50% of staff who were CPR/FA trained.

**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.**

During the unannounced onsite inspection, I viewed 31 children's files. 28 were missing date of admission, 25 were missing something for allergies and 7 were missing other information.

**R 400.8146 Information provided to parents.**

(1) A center shall provide a written information packet to each parent enrolling a child that includes at least all of the following:

- (a) Criteria for admission and withdrawal.
- (b) Schedule of operation, denoting hours, days, and holidays during which the center is open, and services are provided.
- (c) Fee policy.
- (d) Discipline policy.
- (e) Food service policy.
- (f) Program philosophy.
- (g) Typical daily routine.
- (h) Parent notification plan for accidents, injuries, incidents, and illnesses.
- (i) Transportation policy, if applicable.
- (j) Medication policy.
- (k) Exclusion policy for child illnesses.
- (l) Notice of the availability of the center's licensing notebook. The notice must include all of the following:
  - (i) The licensing notebook contains all the licensing inspection and special investigation reports and related corrective action plans for the last 5 years.
  - (ii) The licensing notebook is available to parents during regular business hours.
  - (iii) Licensing inspection reports, special investigation reports, and corrective action plans from at least the past 3 years are available on the department's child care licensing website at [www.michigan.gov/michildcare](http://www.michigan.gov/michildcare). The website address must be in bold print.
- (m) The website where parents can access these rules is [www.michigan.gov/michildcare](http://www.michigan.gov/michildcare).

During the unannounced onsite inspection, there were no written information packets where parents signed that they are aware of the above information.

**R 400.8161 Emergency procedures.**

(1) Written procedures for the care of children and staff for each of the following emergencies must be developed and implemented:

- (d) Serious accident, illness, or injury.

During the unannounced onsite inspection, there was no serious accident, illness or injury policy posted.

**R 400.8161                    Emergency procedures.**

(1) Written procedures for the care of children and staff for each of the following emergencies must be developed and implemented:

(e) Crisis management including, but not limited to, intruders, active shooters, bomb threats, and other man-made events.

During the unannounced onsite inspection, none of the staff knew where the crisis management plan was or if there was one created.

**R 400.8305                    Plan review; approval; inspections.**

(2) An inspection must be conducted by the local health department, and an approval granted indicating compliance with all of the rules in this part, except R 400.8330, 400.8335, and 400.8340, at all of the following times:

(c) Every 2 years, at the time of renewal, if the center provides food service where the food is prepared and served on-site, unless the kitchen is currently licensed to provide food service.

During the unannounced onsite inspection, there had not been an Environmental Health inspection since 10/29/2019. I have spoken to Ms. Boyd regarding scheduling the inspection.

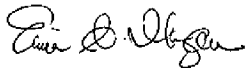
**R 400.8510                    Plans and specifications; submission; approval; inspections.**

(3) A fire safety inspection shall be conducted by the bureau of fire services or a department-approved qualified fire inspector, and an approval granted, before issuance of the original license and every 4 years thereafter, at the time of renewal.

During the unannounced onsite inspection, there had not been a Fire Safety inspection since 09/16/2019. I have spoken to Ms. Boyd regarding scheduling the inspection.

#### IV. RECOMMENDATION

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



05/03/2023

Erica A. Hogan

Licensing Consultant

Date