



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

April 24, 2023

Sabrina Moton  
Order Thy Steps Learning Center  
43216 Pendleton Circle  
Sterling Heights, MI 48313

RE: License #: DC820404721  
**Order THY Steps**  
**10605 Mack Ave**  
**Detroit, MI 48214**

Dear Ms. Moton:

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 04/10/2023, I found 7 violation(s) listed below and explained in the attached report:

- R 400.8125(5) Staff; volunteer; requirements**
- R 400.8131(2) Professional development requirements.**
- R 400.8131(6) Professional development requirements.**
- R 400.8143(1) Children's records.**
- R 400.8143(3) Children's records.**
- R 400.8143(6) Children's records.**
- R 400.8152(4) Medication; administrative procedures.**

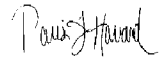
You gave us an acceptable written corrective action plan. We will send you a regular license in the mail.

<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,



Paris Howard, Licensing Consultant  
Child Care Licensing Bureau  
611 W. Ottawa Street  
P.O. Box 30664  
Lansing, MI 48909

enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	DC820404721
<b>Licensee Name:</b>	Order Thy Steps Learning Center
<b>Licensee Address:</b>	43216 Pendleton Circle Sterling Heights, MI 48313
<b>Licensee Telephone #:</b>	(313) 477-5953
<b>Licensee/Designee:</b>	Sabrina Moton, Designee
<b>Name of Facility:</b>	Order THY Steps
<b>Facility Address:</b>	10605 Mack Ave Detroit, MI 48214
<b>Facility Telephone #:</b>	(313) 473-8848
<b>Original Issuance Date:</b>	11/25/2020
<b>Capacity:</b>	30
<b>Age Range:</b>	Ages Birth Thru 12 years
<b>Program Components:</b>	PRESCHOOL INFANT/TODDLER FOOD SERVICE

**II. METHODS OF INSPECTION**

Date of On-Site Inspection(s): 04/10/2023  
 Date of Environmental Health Inspection: 03/14/2023  
 Date of Fire Safety Inspection: 02/07/2023  
 Date of Lead Hazard Risk Assessment, if applicable: 06/09/2020  
 Date of Documentation of Playground Compliance, if applicable: N/A

		No. of Records Reviewed
No. of children enrolled in care		10
No. of staff employed	6	6
No. of volunteers	0	0
No. of children present at time of inspection	15	
No. of staff present at time of inspection	3	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	15	
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: Main floor  
 Approved Program Director: Shay Moton pending  
 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 inspection, the center was found to be in compliance with all applicable rules and statutes except for the following violations:

**R 400.8125                    Staff; volunteer; requirements.**

(5) A written statement must be signed and dated by staff and volunteers at the time of hiring or before volunteering indicating all of the following information:

(a) The individual is aware that abuse and neglect of children is against the law.

(b) The individual has been informed of the center's policies on child abuse and neglect.

(c) The individual knows that all staff and volunteers are required by law to immediately report suspected abuse and neglect to children's protective services.

During the onsite inspection on 04/10/2023, four out of four staff files reviewed were missing an abuse and neglect statement.

**R 400.8131                    Professional development requirements.**

(2) Child care staff members shall have training that includes information about prevention of sudden infant death syndrome and use of safe sleep practices before caring for infants and toddlers.

During the onsite inspection on 04/10/2023, one out of four staff files reviewed had a staff member who had not completed infant safe sleep training.

**R 400.8131                    Professional development requirements.**

(6) All child care staff members who work directly with children shall complete 16 clock hours of professional development annually on topics relevant to job responsibilities that include, but are not limited to, any of the following subjects:

(a) Child development and learning.

(b) Health, safety, and nutrition.

(c) Family and community collaboration.

(d) Program management.

(e) Teaching and learning.

(f) Observation, documentation, and assessment.

(g) Interactions and guidance.

(h) Child care center administrative rules.

During the onsite inspection on 04/10/2023, two staff members had not completed 16 clock hours of training for 2021 and one staff member had not completed 16 clock hours of training for 2022.

**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 onsite inspection on 04/10/2023, one out of ten children's records reviewed was missing a child information record, two were not signed, and two had not been updated since 2021.

**R 400.8143 Children's records.**

(3) For children under school-age, at the time of a child's initial attendance, a center shall obtain, keep on file, and make accessible in the center 1 of the following:

(a) A certificate of immunization showing a minimum of 1 dose of each immunizing agent specified by the department of health and human services (DHHS).

(b) A copy of a waiver addressed to DHHS and signed by the parent stating immunizations are not being administered due to religious, medical, or other reasons.

During the onsite inspection on 04/10/2023, one out of ten children's files reviewed was missing immunization records.

**R 400.8143 Children's records.**

(6) Within 30 days of a child's initial attendance, a center shall obtain, keep on file, and make accessible in the center a record of a physical evaluation of the child that notes any restrictions and is signed by a physician or the physician's designee. An electronic record from a physician's office will be accepted. The physical evaluation must be performed within 1 of the following time limits:

(a) For an infant, within the preceding 3 months.

(b) For toddlers, within the preceding 6 months.

(c) For preschoolers, within the preceding 12 months.

During the onsite inspection on 04/10/2023, four out of ten children's record's reviewed were missing physicals.

**R 400.8152 Medication; administrative procedures.**

(4) Prescription medication must have the pharmacy label indicating the physician's name, child's first and last name, instructions, name and strength of the medication, and must be given according to those instructions.

During the onsite inspection on 04/10/2023, a child had an Epi Pen onsite that did not have a pharmacy label and was not in its original packaging.

During the onsite inspection I observed children resting. The center is equipped with a variety of developmentally appropriate materials for children to use. I provided technical assistance on the following:

- Ensuring there is a qualified lead caregiver for each age group.
- The program director acquiring administration credits.
- The emergency plans being updated to include infant/toddler and specials needs accommodations.
- All bottles being labeled with the child's first and last name and date and time bottle is made.
- All crib mattresses having proper fitting crib sheets.
- Immunizations are reported to MCIR.

I provided consultation on updating the discipline policy to include all the prohibited means of discipline.

A corrective action plan was requested and approved on 04/10/2023. It is expected that the corrective action plan be implemented within the specified time frames as outlined in the approved 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.

**IV. RECOMMENDATION**

I recommend issuance of a regular license to this child care center.

*Paris Howard*

04/24/2023

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Paris Howard  
Licensing Consultant

Date