



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

March 9, 2023

Kristi Hill
Community Lutheran Church
23984 Gilbraltor
Flat Rock, MI 48134

RE: License #: DC820413950
Creative Learning Campus - West
28639 Division Street
Flat Rock, MI 48134

Dear Mrs. Hill:

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 03/09/2023, I found seven violation(s) listed below and explained in the attached report: 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(3)	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 400.8161(3)	Emergency procedures.

Due to the violations, you must send us a corrective action plan by 04/06/2023. 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.

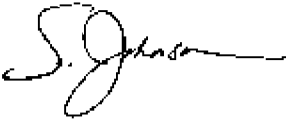
Upon receipt of an acceptable corrective action plan, a regular license will be issued. You will receive it in the mail.

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,



Selika Johnson, Licensing Consultant
 Bureau of Community and Health Systems
 611 W. Ottawa Street
 P.O. Box 30664
 Lansing, MI 48909
 (313) 938-5922

enclosure

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

I. IDENTIFYING INFORMATION

License #:	DC820413950
Licensee Name:	Community Lutheran Church
Licensee Address:	23984 Gilbraltor Flat Rock, MI 48134
Licensee Telephone #:	N/A
Licensee/Designee:	Kristi Hill, Designee
Name of Facility:	Creative Learning Campus - West
Facility Address:	28639 Division Street Flat Rock, MI 48134
Facility Telephone #:	(734) 782-0563
Original Issuance Date:	09/20/2022
Capacity:	36
Age Range:	Ages 3 years 0 months Thru 5 years 0 months
Program Components:	PRESCHOOL

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 03/09/2023
 Date of Environmental Health Inspection: 08/04/2022
 Date of Fire Safety Inspection: 08/30/2022
 Date of Lead Hazard Risk Assessment, if applicable: 08/31/2022
 Date of Documentation of Playground Compliance, if applicable: N/A

		No. of Records Reviewed
No. of children enrolled in care	22	10
No. of staff employed	7	7
No. of volunteers	0	0
No. of children present at time of inspection	6	
No. of staff present at time of inspection	3	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	6	
Persons Interviewed:	Licensee/Licensee Designee	<input type="checkbox"/>
	Program Director	<input type="checkbox"/>
	Caregiving staff	<input checked="" type="checkbox"/>

Approved Child Use Space: 102, 103, and gym
 Approved Program Director: Kristi Hill
 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.

One of the seven child care staff files reviewed did not have a signed written statement regarding child abuse and neglect.

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.

Two of the seven child care staff members have not completed the Health and Safety training, course 1 and 2.

R 400.8131 Professional development requirements.

(3) Before caring for children, all child care staff members and unsupervised volunteers who work directly with children shall be trained on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect.

Two of the seven child care staff members have not completed the Health and Safety training, course 1 and 2.

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.

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

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).

Five of the 10 children records reviewed were missing immunizations on file at the center.

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:

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

Four of the 10 children records reviewed did not have a signed physical evaluation on file at the center.

R 400.8161 Emergency procedures.

(3) The plans required by subrule (1)(a) to (d) of this rule must be posted in a place visible to staff and parents.

In room 102 and 103, the fire, tornado, natural or man-made disaster and serious accident, illness or injury policy were not posted at the center.

On 03/09/2023, I completed an on-site inspection at Creative Learning Campus- West. I observed the caregivers interact appropriately with the children. The children participated in the following activities: art project, letter tracing, letter matching and played in the gym. The children also ate snack during the inspection. The center is equipped with a variety of developmentally appropriate equipment.

IV. RECOMMENDATION

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



03/09/2023

Selika Johnson
Licensing Consultant

Date