



STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

GRETCHEN WHITMER  
GOVERNOR

ORLENE HAWKS  
DIRECTOR

July 25, 2022

Tazeen Fatima  
28300 N Skye Dr  
Farmington Hills, MI 48334

RE: License #: DF630317911

RE: SI LOG #: **Tazeen Fatima**  
**28300 N Skye Dr**  
**Farmington Hills, MI 48334**

Dear Ms. Fatima:

This letter is to advise you that the 07/22/2022 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
MCL 722.113g(1) Licensing notebook	Ms. Fatima did not maintain a licensing notebook on the premises.	Ms. Fatima will maintain a licensing notebook.	08/11/2022
R 400.1903(8)(a) Licensee responsibilities	A no smoking or vaping sign was not posted on the premises.	Ms. Fatima will post a no smoking/no vaping sign.	08/11/2022
R 400.1906(1)(f) Records of a licensee; child care staff member; child care assistant.	Ms. Fatima did not retain copies of the consent and disclosure form for herself, or the household members.	Ms. Fatima will complete and keep on file consent and disclosure forms.	08/11/2022
R 400.1907(1)(a) Child's records.	Two of the child information cards reviewed were missing information in the children's allergies, special	Ms. Fatima will update the child information cards.	08/11/2022

	needs, and special instructions sections. One of the child information cards reviewed was not dated when signed by the parent or guardian.		
R400.1907(2) Child's records.	One of the child information cards reviewed had not been updated since 03/12/2020.	Ms. Fatima will update the child information cards	08/11/2022
R 400.1907(3) Child's records.	Ms. Fatima did not maintain daily attendance records of the children in care. These attendance records have not been maintained since 02/2022.	Ms. Fatima will maintain daily attendance records.	07/28/2022
R 400.1915(7) Indoor space; play equipment and materials.	A trampoline was used by the children and was placed in the Florida room.	Ms. Fatima will not allow the trampoline to be used by the children.	Completed
R 400.1942(2) Electrical service; maintenance.	An electrical outlet in the living room was did not have a safety cover installed.	Ms. Fatima will install safety covers in all outlets.	08/04/2022
R 400.1944(1) Smoke detectors; fire extinguishers.	The smoke detector in the Florida room, which is used as a sleeping area was not maintained and was not functioning. A smoke detector was not installed in the basement.	Ms. Fatima will install a smoke detector and will ensure they are maintained.	08/11/2022
R 400.1945(4) Emergency; plan; drill.	Ms. Fatima did not maintain written records of the fire drills conducted in 2020 or 2021.	Ms. Fatima will document fire emergency drills.	Completed
R 400.1945(5) Emergency; plan; drill.	Ms. Fatima did not maintain written records of the	Ms. Fatima will document tornado emergency drills.	Completed

	tornado drills conducted in 2020 or 2021.		
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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.

Sincerely,



Jennifer Koluch, Licensing Consultant  
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