



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

December 28, 2022

Tena Kebede
1231 Drexel Ct. NE
Grand Rapids, MI 49505

RE: License #: DG410395679
2022D0605009
RE: SI LOG #: Tena Kebede
1231 Drexel Ct. NE
Grand Rapids, MI 49505

Dear Ms. Kebede:

This letter is to advise you that the 12/20/2022 corrective action plan you submitted, regarding each rule violation cited in the recently completed Special Investigation 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
R 400.1903 (1)(e)	Ms. Kebede did not have record of her absences available on 3/10/2022.	ProCare software will always keep all sign in and out of all children and staff. If the system goes out for any reason, there will be a sign in and out sheet for both staff and children. This sheet will always be in the license binder. Tena Kebede will implement this correction and staff will follow these rules.	12/10/2022
R 400.1906 (1)(b)	Ms. Kebede did not maintain accurate attendance records for the child care staff members	All staff members' daily records will be electronic and if the system goes down it will be a sign in and out sheet. Once the	12/10/2022

	and did not have them available on 3/10/2022.	system is back up, their time will be added to the system. The sign in and out sheet will be placed in the license binder. Tena Kebede will always implement this correction.	
R 400.1907 (3)	On 3/10/2022, children's attendance records were not available during the on-site inspection.	ProCare software will have the children's first and last name and their arrival and departure time. If the system goes down for any reason, there will be a sign in and out sheet with the children's first and last name. Once the system comes back up their time will be imputed in and the sign in and out sheet will be placed in the license binder. If the system shall go down while the on-site inspection is in the build. Once it come up the document will be sent over that was asked to see. Tena Kebede will always implement this correction and staff will follow these rules.	12/10/2022
R 400.1908 (1)	Ms. Kebede had a licensed capacity of 12 children and 13 unrelated children were being cared for. Ms. A. Mason reported that she cared for 13 children by herself.	There will always be a 1 to 6 or 2 to 12 ratio. No staff will be left unattended with 12 children alone. There will be 2 staff members. Tena Kebede will always implement this correction and staff will follow these rules.	12/10/2022
R 400.1910 (1)	Ms. Kebede did not follow a ratio of 1 CCSM to 6 children when Ms. A. Mason cared for 13 children by herself.	There will always be a 1 to 6 or 2 to 12 ratio. No staff will be left unattended with 12 children alone. There will be 2 staff members. Tena Kebede will always implement this correction and staff will follow these rules.	12/02/2022
R 400.1911 (1)	Appropriate care and supervision were not provided to children when they were confined to high chairs for activities and story time.	There will always be a 1 to 6 or 2 to 12 ratio. No staff will be left unattended with 12 children alone. There will be 2 staff members. Tena Kebede will	12/10/2022

		always implement this correction and staff will follow these rules.	
R 400.1913 (2)	Inappropriate discipline methods were used when confining children to high chairs.	We will follow the 1-2-3-cool down procedure. The child will get two warnings upon the first and second instances of the child not acting safely or be irresponsible or disrespectful. If the child continues the action that is not acceptable, the child will receive a third strike and a cool down period. It is explained to the child as “when you cannot be safe with yourself and your friends/when you cannot play nicely, you must step away”. The child will be removed from the group and asked to go sit in a chair by themselves and read a book, but still within the same vicinity. They will be asked to sit for a few short minutes to calm down, think about what behaviors are OK. The cool down will last the amount of time that corresponds with the child’s age (for example, if the child is 3, they will get a 3-minute time-out). Before rejoining the group, we will briefly discuss what appropriate behaviors will need to be used to be a part of the group again and go back over the classroom rules. Children under 3 years old will sit with a teacher as the teacher will talk with them and read a book until they cool down and then let them go back and play. Tena Kebede will always implement this correction and staff will follow these rules.	12/10/2022
R 400.1913 (3)(g)	Children under 3 years old were being put in time out.	Children under 3 years old will sit with a teacher as the teacher will	12/10/2022

		talk with them and read a book until they cool down and then let them go back and play. Tena Kebede will always implement this correction and staff will follow these rules.	
R 400.1914 (1)(b)	Personnel were instructed not to tend to infants crying, therefore, infants were not promptly responded to when crying.	Staff will show positive interactions with all students. When an infant is crying staff will attend to the infant to make sure their needs are met. Staff will not let infant cry. Tena Kebede will implement this correction and staff will follow these rules.	12/10/2022
R 400.1916 (6)(a)	Infants were sleeping in unapproved sleeping equipment.	All children from infants to 12 months will always sleep in the approved sleeping bed for their age and size. No children will be sleeping in swings or bouncy seats. All staff has taken the infant safe sleeping training. Tena Kebede will be implementing this correction and staff will follow rules.	12/10/2022
R 400.1916 (12)	Children 12 to 24 months of age were sleeping in unapproved sleeping equipment.	All children from 12 to 24 months will always sleep in the approved sleeping bed for their age and size. No children will be sleeping in swings or bouncy seats. All staff has taken the infant safe sleeping training. Tena Kebede will be implementing this correction and staff will follow rules.	12/10/2022
R 400.1916 (13)	Children 24 months and younger were sleeping in unapproved sleeping equipment including car seats, infant seats and swings.	All children from infants to 24 months and older will always sleep in the approved sleeping bed for their age and size. No children will be sleeping in swings or bouncy seats. All staff has taken the infant safe sleeping training Tena Kebede will be implementing this	12/10/2022

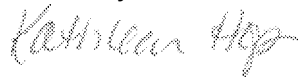
		correction and staff will follow rules.	
R 400.1916 (15)	Children over 24 months were sleeping in equipment that was not age appropriate.	All children over 24 months will sleep in the approved sleeping bed for their age and size. No children will be sleeping in swings or bouncy seats. All staff has taken the infant safe sleeping training Tena Kebede will be implementing this correction and staff will follow rules.	12/10/2022
R 400.1931 (1)(a)	The CACFP requires that milk be served to children ages 1 and older at meals; Ms. Kebede did not consistently offer milk to the children in care. The CACFP requires that vegetables be served with lunch and supper; Ms. Kebede did not consistently serve vegetables to the children in care.	Staff will follow all food program guidelines for all meals server at the center. A menu will be placed for the week or month and food will be severe from the weekly menu. If a child has food allergies a doctor's note will be placed in the child filed folder and something will replace that food or drink. Also, all children that is allergy to any food allergies or anything nonfood related will be displayed in the kitchen area and all rooms in the center to be seen by all staff members. Tena Kebede will implement this correction and staff will follow these rules.	12/10/2022
R400.1931 (14)	Bottles of infants were being propped.	No bottles will be propped up for infants use. Staff will hold the infant as they always take their bottles until they of age to hold their own bottle. Tena Kebede will always implement this correction and staff will follow these rules.	12/10/2022

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,

A handwritten signature in cursive script that reads "Kathleen Hop".

Kathleen Hop, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(616) 250-3403