



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL
LANSING

DR BEVERLY WALKER
GRIFFEA
DIRECTOR

Report Type : Interim
Date of Report: 3/19/2025

Date of Onsite Inspection: 3/13/2025
Date of Corrective Action Plan: 03/31/2025

Licensee Name(s)	License Number
KCE Champions LLC	DC820023284
Capacity	Facility Name
27	Hamilton Elementary
Program Type	Licensee Designee(s)
Center	Karri K. Porter April Dawn Standish Melissa G King-Clark Cathrine Helen Broessel Hailee Fisher Kristin Nichole Sudorowski Fadia Azzouni West
Facility Address	Mailing Address
1031 Schuman, Westland, MI, 48185	5005 Meadows Road, Lake Oswego, OR, 97035
Facility Phone Number	Facility Email Address
7347711351	matt.berry@discoverchampions.com

Findings of the Interim Inspection

As a result of this inspection, the following violations were found:

- 722.115n(1) Except as otherwise provided in subsection (13), when a person, partnership, firm, corporation, association, governmental organization, or nongovernmental organization applies for or applies to renew a license to operate a child care center, group child care home, or family child care home under section 5m and before a group child care home or family child care home allows an individual to be a member of the household, or a child care center, group child care home, or family child care home allows an individual to become a child care staff member, the department shall do all of the following:
- 722.115n(3)

Each individual listed in subsection (1) shall give written consent at the time of the license application and before a group child care home or family child care home allows an individual to be a member of the household, or before becoming a child care staff member to allow the department of state police to conduct the criminal history check required under subsection (1). The department shall require the individual to submit his or her fingerprints to the department of state police and the Federal Bureau of Investigation for the criminal history check as required in subsection (1).

- R 400.8161(5) A fire drill program, consisting of at least 1 fire drill quarterly, must be established and implemented.
- R 400.8161(6) A tornado drill program, consisting of at least 2 tornado drills between the months of March through November, must be established and implemented.
- R 400.8112(2)(b) Maintain a copy of the completed and signed form or forms for each individual entered into the child care background check system under the license.
- R 400.8112(5) An individual who requires a comprehensive background check under sections 5n and 5q of the act, MCL 722.115n and 722.115q, shall submit to the department, on a form prescribed by the department, all personally identifiable information necessary to conduct the comprehensive background check, including all of the following:

For more information on child care licensing requirements in Michigan, visit the [Child Care Licensing Bureau's website](#).

- A licensee or licensee designee must submit a [corrective action plan](#) addressing how the violations will be fixed and prevented in the future.
- All licensing reports are available in the [CCHIRP public portal](#).
- A description of inspections and investigation reports can be found under [Overview of Licensing Reports](#).
- The child care laws and rules for homes and centers are available under [licensing rules and statutes](#).
- For more information, please contact the Child Care Licensing Bureau at 517-284-9730 or MiLEAP-CCLB-Help@michigan.gov.

Inspection Details		
<i>Number of Rules/Laws Reviewed</i>	<i>Number of Rules/Law Violations</i>	<i>Number of Rules/Laws where Technical Assistance was Provided</i>
101	6	2

Rule/Statutory Violations

APPLICABLE RULE	
722.115n(1)	Application for or renewal of license to operate child care center, group child care home, or family child care home; household member or child care staff member; criminal history check; requirements; duties of department. Except as otherwise provided in subsection (13), when a person, partnership, firm, corporation, association, governmental organization, or nongovernmental organization applies for or applies to renew a license to operate a child care center, group child care home, or family child care home under section 5m and before a group child care home or family child care home allows an individual to be a member of the household, or a child care center, group child care home, or family child care home allows an individual to become a child care staff member, the department shall do all of the following:
ANALYSIS:	On 03/13/25, two out of two childcare staff did not complete comprehensive background check/fingerprinting prior to providing childcare.
CONCLUSION:	REQUIREMENT NOT MET
CORRECTIVE ACTION PLAN:	On 03/18/25, the two childcare staff were connected to Hamilton in CCBC and are eligible. Designee will ensure that all future staff will complete comprehensive background check prior to working with children.
DATE COMPLIANCE WILL BE ACHIEVED BY:	3/18/25

Rule/Statutory Violations	
APPLICABLE RULE	
722.115n(3)	Application for or renewal of license to operate child care center, group child care home, or family child care home; household member or child care staff member; criminal history check; requirements; duties of department. Each individual listed in subsection (1) shall give written consent at the time of the license application and before a group child care home or family child care home allows an individual to be a member of the household, or before becoming a child care staff member to allow the department of state police to conduct the criminal history check required under subsection (1). The department shall require the individual to submit his or her fingerprints to the department of state police and the Federal Bureau of Investigation for the criminal history check as required in subsection (1).
ANALYSIS:	On 03/13/25, two out of two childcare staff did not have signed and dated consent and disclosure forms.
CONCLUSION:	REQUIREMENT NOT MET
CORRECTIVE ACTION PLAN:	On 03/18/25, childcare staff signed and dated Consent and Disclosure forms. The forms are on site at Hamilton. Ongoing monitoring by the Designee will occur to ensure all staff have forms onsite.

DATE COMPLIANCE WILL BE ACHIEVED BY:	3/18/25
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Rule/Statutory Violations	
APPLICABLE RULE	
R 400.8161(5)	Emergency procedures. A fire drill program, consisting of at least 1 fire drill quarterly, must be established and implemented.
ANALYSIS:	On 03/13/25, only one fire drill was conducted in 2024. There was not one conducted every quarter in 2024.
CONCLUSION:	REQUIREMENT NOT MET
CORRECTIVE ACTION PLAN:	The Designee has scheduled fire drills to occur four times a calendar year. Staff have been emailed appointment/calendar reminders to conduct the drills. Ongoing monitoring by Designee will occur to ensure compliance.
DATE COMPLIANCE WILL BE ACHIEVED BY:	3/19/25

Rule/Statutory Violations	
APPLICABLE RULE	
R 400.8161(6)	Emergency procedures. A tornado drill program, consisting of at least 2 tornado drills between the months of March through November, must be established and implemented.
ANALYSIS:	On 03/13/24, one out of two tornado drills were conducted between March through November 2024.
CONCLUSION:	REQUIREMENT NOT MET
CORRECTIVE ACTION PLAN:	The Designee has scheduled tornado drills to occur two times a calendar year (between March and November). Staff have been emailed appointment/calendar reminders to conduct the drills. Ongoing monitoring by Designee will occur to ensure compliance.
DATE COMPLIANCE WILL BE ACHIEVED BY:	3/18/25

Rule/Statutory Violations	
APPLICABLE RULE	
R 400.8112(2)(b)	Comprehensive background check; fingerprinting. Maintain a copy of the completed and signed form or forms for each individual entered into the child care background check system under the license.
ANALYSIS:	On 03/13/25, two out of two childcare staff did not have signed and dated consent and disclosure forms.
CONCLUSION:	REQUIREMENT NOT MET
CORRECTIVE ACTION PLAN:	On 03/18/25, childcare staff signed and dated Consent and Disclosure forms. The forms are on site at Hamilton. Ongoing monitoring by the Designee will occur to ensure all staff have forms onsite.

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Rule/Statutory Violations	
APPLICABLE RULE	
R 400.8112(5)	Comprehensive background check; fingerprinting. An individual who requires a comprehensive background check under sections 5n and 5q of the act, MCL 722.115n and 722.115q, shall submit to the department, on a form prescribed by the department, all personally identifiable information necessary to conduct the comprehensive background check, including all of the following:
ANALYSIS:	On 03/13/25, two out of two childcare staff did not complete comprehensive background check/fingerprinting prior to providing childcare.
CONCLUSION:	REQUIREMENT NOT MET
CORRECTIVE ACTION PLAN:	On 03/18/25, the two childcare staff were connected to Hamilton in CCBC and are eligible. Designee will ensure that all future staff will complete comprehensive background check prior to working with children.
DATE COMPLIANCE WILL BE ACHIEVED BY:	3/18/25

Technical Assistance	
Technical assistance is support and training given to the licensee/licensee designee on a specific rule. Technical assistance includes consultation on how the facility can best maintain compliance with a rule.	
APPLICABLE RULE	
R 400.8161(8)	Emergency procedures.
	Each child care staff member shall be trained at least twice a year on his or her duties and responsibilities for all emergency procedures referenced in subrule (1) of this rule.

Technical Assistance	
Technical assistance is support and training given to the licensee/licensee designee on a specific rule. Technical assistance includes consultation on how the facility can best maintain compliance with a rule.	
APPLICABLE RULE	
R 400.8143(1)	Children's records.
	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.

Bureau Recommendation
You have submitted an acceptable corrective action plan. I recommend no change in the status of the license.

