



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

March 8, 2019

Julia Koumbassa  
North Campus Children's Center  
2800 Plymouth Rd  
Ann Arbor, MI 48109

RE: License #: DC810312825  
Investigation #: **2019D0428005**  
**North Campus Children's Center**

Dear Ms. Koumbassa:

Attached is the Special Investigation Report for the above referenced facility. Due to the violations identified in the report, a written corrective action plan is required. The corrective action plan is due 15 days from the date of this letter and 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.
- Indicate how continuing compliance will be maintained once compliance is achieved.
- Be signed and dated.

A six-month provisional license is recommended. If you do not contest the issuance of a provisional license, you must indicate so in writing; this may be included in your corrective action plan or in a separate document. If you contest the issuance of a provisional license, you must notify this office in writing and an administrative hearing will be scheduled. Even if you contest the issuance of a provisional license, you must still submit an acceptable corrective action plan.

If you desire technical assistance in addressing these issues, please feel free to contact me. In any event, the corrective action plan is due within 15 days.

Please review the enclosed documentation for accuracy and 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) 284-9720.

Per MCL 722.113g, this report and any related corrective action plans must be filed in your licensing notebook.

Sincerely,

A handwritten signature in blue ink that reads "Kathryn Curreathers". The signature is written in a cursive style with a blue horizontal line underneath.

Kathryn Curreathers, Licensing Consultant  
Bureau of Community and Health Systems  
22 Center Street  
Ypsilanti, MI 48198  
(248) 860-3127

Enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF COMMUNITY AND HEALTH SYSTEMS  
SPECIAL INVESTIGATION REPORT**

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	DC810312825
<b>Investigation #:</b>	2019D0428005
<b>Complaint Receipt Date:</b>	02/27/2019
<b>Investigation Initiation Date:</b>	02/28/2019
<b>Report Due Date:</b>	04/28/2019
<b>Licensee Name:</b>	University of Michigan
<b>Licensee Address:</b>	2074 Fleming Building Ann Arbor, MI 48109
<b>Licensee Telephone #:</b>	Unknown
<b>Administrator:</b>	None
<b>Licensee Designee:</b>	Jennie McAlpine, Designee
<b>Name of Facility:</b>	North Campus Children's Center
<b>Facility Address:</b>	2800 Plymouth Road Ann Arbor, MI 48109
<b>Facility Telephone #:</b>	(734) 763-3939
<b>Original Issuance Date:</b>	07/01/2011
<b>License Status:</b>	REGULAR
<b>Effective Date:</b>	03/06/2018
<b>Expiration Date:</b>	03/05/2020
<b>Capacity:</b>	149
<b>Program Type:</b>	CHILD CARE CENTER

## II. ALLEGATION(S)

	<b>Violation Established?</b>
Child A (male, age 3 years) was left unattended for three to four minutes on the playground.	Yes

## III. METHODOLOGY

02/27/2019	Special Investigation Intake 2019D0428005
02/28/2019	Special Investigation Initiated - On Site from 08:15 AM to 9:40 AM. Interviewed program director Julia Koumbassa, caregivers Stacia Hill and Alessandra Bertuccelli and student teacher Brooke Tucker-Beamer.
02/28/2019	Contact - Telephone call made Interviewed Child A's Mother.
03/08/2019	Exit Conference with Julia Koumbassa

**ALLEGATION: Child A (male, age 3 years) was left unattended for three to four minutes on the playground.**

**INVESTIGATION:** On February 27, 2019 program director Julia Koumbassa made a verbal incident report stating that Child A (male, age 3 years) was left unattended for approximately three to four minutes on the playground. She stated that once the caregiver returned to the classroom and counted the students, she realized that Child A was not in the room. She opened the classroom door that leads to the playground and found Child A standing outside the door. Ms. Koumbassa stated that the outdoor play area is completely fenced, and that Child A could not have left the area.

During the onsite inspection on February 28, 2019 lead preschool caregiver Stacia Hill stated that there were 20 children present ranging in age from 3 to 5 years of age in the class on February 27, 2019. Ms. Hill, lead caregiver Alessandra Bertuccelli and student teacher Brooke Tucker-Beamer were the caregivers in the room. Ms. Hill stated that she was outside with the children before lunch when she gathered 10 of the children to bring them inside leaving the remaining 10 children outside with Ms. Bertuccelli and Ms. Tucker-Beamer. Prior to coming into the building Ms. Hill checked off the 10 children that she was bringing inside on the classroom list which includes all the children enrolled in the class. Ms. Hill stated that although there is a door in the classroom that leads directly to the playground the

children used the door leading to the hallway outside the room to return to the building so that they did not track snow into the classroom. Upon returning to the building Ms. Hill instructed the 10 children in her group to remove their hats, gloves and boots while in the hallway before entering the classroom. The children then came into the classroom and began removing their snow pants. A few minutes after Ms. Hill's group of children had come into the classroom, Ms. Bertuccelli returned to the room with her group of children after they had removed their hats, gloves and boots in the hallway. As the children entered the room Ms. Hill counted the children and realized that there were only 9 children when there should have been 10. Ms. Hill looked out the classroom window and saw Child A standing on the playground on the path outside the classroom door. Ms. Hill stated that Child A was not upset or crying when she opened the door and let him into the room. Ms. Hill stated student teacher Ms. Tucker-Beamer checked the children off on the list when she and Ms. Bertuccelli came inside. The classroom list is separated by children that attend Monday through Friday, the children that attend on Monday and Wednesday and the children that attend Tuesday and Thursday. Child A is a student that attends on Tuesday and Thursday only, so his name was at the bottom of the list. Ms. Hill stated that she believes that Ms. Tucker-Beamer didn't look at that part of the list which led to Child A being left outside.

Ms. Hill stated that she has written new protocols for herself and the other caregivers to follow when bringing children in from the playground. She stated that children will enter the classroom using the door that leads directly to the classroom instead of the door that leads to the hall outside of the room. One caregiver will come inside with the children as they are counted and checked off on the class list while the other caregiver stays outside with the door to the classroom open to ensure that no one is left unattended. Ms. Hill stated that she will also revise the class list so that there is no longer a separation between groups of children to prevent anyone from being overlooked.

Lead caregiver Alessandra Bertuccelli stated that she returned from her lunch break and went outside to join Ms. Hill and Ms. Tucker-Beamer who were outside with 20 children. Ms. Bertuccelli stated that Ms. Hill took a group of 10 children inside leaving her and Ms. Tucker-Beamer with the remaining 10 children. Ms. Bertuccelli stated that she gave Ms. Hill a few minutes to get inside and get the children settled before she and Ms. Tucker-Beamer brought the children inside. Ms. Tucker-Beamer gathered the children along the wall of the building and checked the children off on the list. Ms. Bertuccelli stated that she went to the wall and saw that all the children in the first section of the list were checked off and went to the door and came inside. Ms. Bertuccelli stated that the children took off their boots, hats and gloves in the hallway outside of the classroom and then came into the room. Ms. Hill counted the children as they came into the room and realized that Child A was missing. Ms. Hill saw Child A outside of the classroom window and immediately brought him inside. Ms. Bertuccelli stated that Child A was left outside unattended for the three to four minutes that it took for the children to walk into the building take off their boots, hats, gloves and come into the classroom. Ms. Bertuccelli state that she takes full

responsibility for leaving Child A unattended. She stated that she normally checks the children off as they come inside from the playground after walking around the playground and making sure that all the children are lined up against the wall. Ms. Bertuccelli stated that she doesn't know why she did things differently on this day and she is so frustrated with herself. She stated that as a mother and grandmother she is very upset with herself and she will do everything to make sure that this never happens again. Ms. Bertuccelli stated that she and Ms. Hill have already decided to revise the class list so that there is no longer a separation between students that could cause a child to be overlooked. She also stated that the children will come into the room from the playground using the door that leads directly to the classroom instead of the door that leads to the hall. The door will remain open until all children are accounted for.

Brooke Tucker-Beamer student teacher has been working at the center since September 2017. She stated that she was outside with Ms. Hill and Ms. Bertuccelli and the children during the outdoor play time. She stated that she was not aware how many children were present. Ms. Hill took a group of children inside and she remained outside with Ms. Bertuccelli and the remaining children. After a few minutes she gathered the children and had them line up against the wall to go inside. She checked off nine children on the class list and she and Ms. Bertuccelli took the children into the building. As soon as the children came into the building and lined up in the hall to remove their boots, hat and gloves Ms. Tucker-Beamer left for the day. She stated that she did was not aware that a child was left outside unattended. Ms. Tucker-Beamer stated that she does not normally count the children or check off the children on the list, but she did on February 27, 2019 just to help. She stated that she did not look at the bottom section of the list that includes part time children.

Child A's Mother stated that Ms. Hill informed her about Child A being left unattended on the playground. She stated she was worried that Child A may have been scared while he was alone, but she felt a little better when she was told that is was only a few minutes and that he was not upset or crying. Ms. Hill informed her that the procedures have been changed to prevent this from happening again, so she believes that the issues have been addressed that led to this incident. Child A's Mother stated that she has does not have any other concerns about Child A's care at the center. She was comforted by the fact that Child A did not mention anything to her about being scared and he was happy to return to the center the following day.

During the onsite inspection I observed the outdoor play area which is entirely fenced with doors only leading to the building. There are no hazard areas on the outdoor play area. The caregivers used a door that leads from the outdoor play area to a hallway outside of the classroom to get into the building after recess.

<b>APPLICABLE RULE</b>	
<b>R 400.8125</b>	<b>Staff and Volunteers.</b>
	<b>(1) All staff and volunteers shall provide appropriate care and supervision of children at all times.</b>
<b>ANALYSIS:</b>	Child A (male, age 3 years) was left unattended on the playground for three to four minutes.
<b>CONCLUSION:</b>	<b>REPEAT VIOLATION ESTABLISHED SIR 2017D0428016 Dated 08/21/2017 Corrective Action Plan Dated 09/06/2017</b>

#### IV. RECOMMENDATION

Upon receipt of an acceptable corrective action plan I recommend modification of the license to first provisional status.



03/08/2019

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Kathryn Curreathers  
Licensing Consultant

Date

Approved By:



03/08/2019

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Erika Bigelow  
Area Manager

Date