



10/31/2023

Leila Abdirahman Ahmed, Authorized Agent
Minnesota Child Care Center
312 W Lake St #2935
Minneapolis, MN 55408

License Number: 1076213 (Child Care Ctr)
Program Location: 312 W Lake St Ste 2935, Minneapolis, MN 55408

CORRECTION ORDER

Dear Leila Abdirahman Ahmed:

On 10/25/2023, the Department of Human Services (DHS) conducted a licensing review at Minnesota Child Care Center. DHS requires you to take the corrective action described below. Details of our findings, next steps, and your options are explained below.

Standards reviewed

The licensing review determined compliance with state and federal laws and rules governing the provision of child care under Minnesota Rules, parts 9503.0005 through 9503.0170 (Rule 3).

Licensing violations

DHS determined that your program failed to follow the standard(s) described below.

Program Practices

1. Violation: Staff distribution requirements were not maintained.

An aide qualified staff person was supervising three infant aged children. A staff person with the qualifications of a teacher was required to meet distribution requirements. (Infant: Infant classroom)

Citation: Minnesota Rules, part 9503.0040, subpart 2.

Corrective Action Required: Correct immediately and submit written documentation within 30 days of receipt of this letter detailing how compliance has been achieved. You must maintain compliance going forward.

2. Violation: Staff distribution requirements were not maintained. A teacher or assistant teacher did not directly supervise an aide.

An aide qualified staff person was supervising three infant aged children. A staff person with the qualifications of a teacher was required to meet distribution requirements. (Infant: Infant classroom)

Citation: Minnesota Rules, part 9503.0034, subpart 1; and part 9503.0040, subpart 2, item D

Corrective Action Required: Correct immediately and submit written documentation within 30 days of receipt of this letter detailing how compliance has been achieved. You must maintain compliance going forward.

3. Violation: Staff did not supervise the children at all times (Infant and Facility).
- At approximately 1:46 p.m., a preschool aged child was observed walking down the hallway from the classroom to the bathroom unsupervised. (Facility: Facility)
 - At approximately 1:54 p.m., a staff person left the infant classroom to ask a supervisory staff person a question in the office, leaving three infant aged children unsupervised in the infant classroom for about one minute. (Infant: Infant classroom)

Supervision occurs when a program staff person is accountable for the child's care and is within sight and hearing of a child at all times, so that the program staff person can intervene to protect the health and safety of the child.

Citation: Minnesota Statutes, section 245A.02, subdivision 18 and Minnesota Rules, part 9503.0045, subpart 1, item A

Corrective Action Required: Correct immediately and submit written documentation within 30 days of receipt of this letter detailing how compliance has been achieved. You must maintain compliance going forward.

Facility

4. Violation: Equipment and furniture were not in good repair.
- There was a rip in the changing table pad. (Infant: Infant classroom)
 - A door was missing from the dramatic play work bench. (School Age 1: School Age classroom)
 - A door was missing from the dramatic play kitchen. (School Age 1: School Age classroom)
 - A panel on the side of the dramatic play kitchen microwave was ripped. (School Age1: School Age classroom)
 - The trim around the floor of the boy's bathroom was pulling away from the wall. (School Age 1: School Age classroom)
 - The seat of a teacher's chair was ripped. (School Age 3: School Age classroom)
 - The panel of a toy shelf was peeling and pulling away from the shelf. (School Age 3: School Age classroom)

Citation: Minnesota Rules, part 9503.0140, subpart 19

Corrective Action Required: Correct immediately and submit written documentation within 30 days of receipt of this letter detailing how compliance has been achieved. You must maintain compliance going forward.

5. Violation: Areas used by the children were not in good repair.

There was a loose tile on the floor outside of the elevator. (Facility: Facility)

Citation: Minnesota Rules, part 9503.0140, subpart 20

Repeat Licensing Violation: The license holder was cited for a similar violation in the following order(s):

- A Correction Order dated October 27, 2022
- A Correction Order dated January 3, 2022

Corrective Action Required: Correct immediately and submit written documentation within 30 days of receipt of this letter detailing how compliance has been achieved. You must maintain compliance going forward.

6. Violation: A rug or rugs were not firmly fastened to the floor (School Age 3).

A piece of carpet tile was curled, posing a tripping hazard to children. (School Age 3: School Age classroom)

Citation: Minnesota Rules, part 9503.0140, subpart 20

Repeat Licensing Violation: The license holder was cited for a similar violation in the following order(s):

- A Correction Order dated October 27, 2022

Corrective Action Required: Correct immediately and submit written documentation within 30 days of receipt of this letter detailing how compliance has been achieved. You must maintain compliance going forward.

Infant and Toddler Care

7. Violation: The required crib safety inspections were not completed on a monthly basis.

Crib safety inspections were not completed for crib #13 for all months of 2022. (Infant: Infant classroom)

Citation: Minnesota Statutes, section 245A.146, subdivision 4

Repeat Licensing Violation: The license holder was cited for a similar violation in the following order(s):

- A Correction Order dated October 27, 2022
- A Correction Order dated January 3, 2022

Corrective Action Required: Correct immediately and submit written documentation within 30 days of receipt of this letter detailing how compliance has been achieved. You must maintain compliance going forward.

Background Studies

8. Violation: The center did not submit a background study request for:

- 1 of 13 (SP6) individuals (director, staff persons, substitutes, or unsupervised volunteers) before the individual began working in a position allowing direct contact with children receiving services from the program; and
- 5 of 13 (SP1, SP2, SP3, SP4 and SP5) individuals (director, staff persons, substitutes, or unsupervised

volunteers) with an expired study.

Citation: Minnesota Statutes, section 245C.04, subdivision 1, paragraphs (b) and (g)

Corrective Action Required: Correct immediately and submit written documentation within 30 days of receipt of this letter detailing how compliance has been achieved. You must maintain compliance going forward.

Staff Qualifications

9. Violation: The program did not have documentation on site to show that 1 of 3 (SP13) staff persons met the:
- education requirements of the teacher job classification for which the staff person was employed (SP13); and
 - experience requirements of the teacher job classification for which the staff person was employed (SP13).

Citation: Minnesota Rules, part 9503.0032, subpart 2; and part 9503.0120, item B

Corrective Action Required: Correct immediately and submit written documentation within 30 days of receipt of this letter detailing how compliance has been achieved. You must maintain compliance going forward.

Staff Training

10. Violation: Documentation was not available on site to verify that before starting assigned duties 1 of 12 (SP11) individuals (director, staff persons, substitutes, or unsupervised volunteers) received orientation training on:
- the risk of abusive head trauma that was at least one half hour in length as required under subdivision 5a (SP11);
 - allergy prevention and response as required by Minnesota Statutes, 245A.41, subdivision 1 (SP11);
 - behavior guidance policy standards in Minnesota Rules, part 9503.0055 (SP11);
 - the child care program plan and center's philosophy (SP11);
 - handling and disposal of bodily fluids as required by Minnesota Statutes, 245A.41, subdivision 2 (SP11);
 - handling emergencies and accidents according to Minnesota rules, part 9503.0110 (SP11);
 - procedures for maintaining health and safety according to Minnesota Rules, part 9503.0140 (SP11);
 - program's drug and alcohol policy under section 245A.04, subdivision 1, paragraph (c) (SP11);
 - reporting responsibilities in Minnesota Statutes, chapter 260E (MOMA) and 9503.0130 (SP11);
 - program's risk reduction plan as required under section 245A.66, subdivision 2 (SP11); and
 - sudden unexpected infant death that was at least one half hour in length as required in subdivision 5 (SP11).

Citation: Minnesota Statutes, section 245A.40, subdivision 1; and section 245A.04, subdivision 14, paragraph (b), clause (1)

Repeat Licensing Violation: The license holder was cited for a similar violation in the following order(s):

- A Correction Order dated October 27, 2022
- A Correction Order dated January 3, 2022

Corrective Action Required: Correct immediately and submit written documentation within 30 days of receipt of this letter detailing how compliance has been achieved. You must maintain compliance going forward.

11. Violation: The program did not comply with requirements for an allergy-related Individual Child Care Program Plan (ICCPP); Documentation was not available to show that staff persons reviewed an allergy-related ICCPP. There was no documentation available to show that 2 of 2 (SP14 and SP15) staff persons had reviewed an allergy-related ICCPP for a child.

Citation: Minnesota Statutes, section 245A.41, subdivision 1, paragraph (b)

Corrective Action Required: Correct immediately and submit written documentation within 30 days of receipt of this letter detailing how compliance has been achieved. You must maintain compliance going forward.

12. Violation: The program did not comply with child development and learning training requirements. Documentation was not available on site to show that 2 of 5 (SP6 and SP11) individuals (director, staff persons, substitutes, or unsupervised volunteers):
- completed training that was at least two hours in length (SP6);
 - completed training at least every second calendar year (SP6); and
 - completed training within 90 days of employment (SP11).

Citation: Minnesota Statutes, section 245A.40, subdivision 2

Repeat Licensing Violation: The license holder was cited for a similar violation in the following order(s):

- A Correction Order dated October 27, 2022
- A Correction Order dated January 3, 2022

Corrective Action Required: Correct immediately and submit written documentation within 30 days of receipt of this letter detailing how compliance has been achieved. You must maintain compliance going forward.

Risk Reduction Plan

13. Violation: The program did not have a risk reduction plan that identified the general risks to children served by the program, established new or referenced existing procedures to minimize the identified risks, trained staff on the procedures, and included a review of the plan each calendar year.

Citation: Minnesota Statutes, section 245A.66, subdivision 2, paragraph (a)

Corrective Action Required: Correct immediately and submit written documentation within 30 days of receipt of this letter detailing how compliance has been achieved. You must maintain compliance going forward.

Emergency Preparedness

14. Violation: The license holder did not review and update the emergency plan annually. There was no documentation to verify that an annual review and update of the center's emergency plan was done in 2022. "Annual" or "annually" means prior to or within the same month of the subsequent calendar year.

Citation: Minnesota Statutes, section 245A.41, subdivision 3, paragraph (d)

Corrective Action Required: Correct immediately and submit written documentation within 30 days of receipt of this letter detailing how compliance has been achieved. You must maintain compliance going forward.

Leila Abdirahman Ahmed, Authorized Agent
10/31/2023
Page 6

Written response required

If you fail to correct the violation(s) within the time limits identified above, DHS may impose a fine or take an action on your license. If requested above, Send your written response and any supporting documentation to your licensur at:

Commissioner, Department of Human Services
ATTN: Chelsa Dominguez
Licensing Division
PO Box 64242
St. Paul, MN 55164-0242

Your right to request reconsideration

You have the right to request reconsideration of this order and the cited violations. Your request must:

- Be in writing
- List each violation you are challenging
- Identify what is inaccurate or incomplete about the information in this order
- Supply information that is accurate or more complete
- Be made before the deadlines provided below

If you are mailing your request, it must be received by DHS within 20 calendar days from when you received this order. If you do not meet this deadline, you lose your right to request reconsideration. The timeline to appeal began when you received this order. Please send it to:

Office of Inspector General
Legal Counsel's Office
Attention: Licensing Legal Unit
P.O. Box 64953
Saint Paul, MN 55164-0953

If your request is being personally delivered, it must be received by DHS within 20 calendar days from when you received this order. If you do not meet this deadline, you lose your right to request reconsideration. The timeline to appeal began when you received this order. Please bring it to:

Commissioner, Department of Human Services
Office of Inspector General, Legal Counsel's Office - Licensing
444 Lafayette Road North
St. Paul, MN 55155

Legal authority

This action is taken under Minnesota Statutes, section 245A.06, subdivision 1. The timeline to request reconsideration of the order is provided in Minnesota Statutes, section 245A.06, subdivision 2.

Leila Abdirahman Ahmed, Authorized Agent
10/31/2023
Page 7

Questions

If you have any further questions regarding this matter, you may contact me at 651-431-4561 or at Chelsa.Dominguez@state.mn.us.

Sincerely,

Chelsa Dominguez, Licenser
Office of Inspector General
Licensing Division