



## MISSISSIPPI STATE DEPARTMENT OF HEALTH

# Child Care Facility Inspection Report

POTTER'S HOUSE FAMILY SERVICE CENTER

License #: 0337

Director: LEVON KINARD

Inspection Date: 12/08/2021

Annual/Mid Inspection

Inspector: Shenika Pratt

### Program Administration Violations Cited

1. **COS:** Safe sleep policy is in place. (Rule 1.9.4 Page 41)
2. **Out of Compliance:** All required facility records are present and up-to-date: (1) child and employee attendance records, (2) alphabetical roster of children, (3) alphabetical roster of staff and volunteers, (4) current license, (5) records of monthly fire /disaster drills, (6) medication log, (7) volunteer log, (8) notebook of 121 forms for staff members and children w/roster, (9) notebook with Letters of Suitability for all employees w/roster. (Rule 1.6.3 Page 29)

#### Plan of Correction

1. **POC:** The director will submit updated immunization records to shenika.pratt@msdh.ms.gov. This will be completed by due date. The director will be responsible for correcting this deficiency.  
**Person Responsible:** Levon Kinard **Date for Completion:** Dec. 22nd

### Kitchen Violations Cited

No violations cited.

### Nutritional Guidelines Violations Cited

No violations cited.

### Playground Violations Cited

No violations cited.

### Infant Classroom Violations Cited

Infants - Classroom Number: 2

No violations cited.

Infant Classroom - Classroom Number: 2

### **Twos Classroom Violations Cited**

2's - Classroom Number: 4

No violations cited.

Twos Classroom - Classroom Number: 4

### **Preschool Classroom Violations Cited**

3's - Classroom Number: 1

No violations cited.

Preschool Classroom - Classroom Number: 1

3's - Classroom Number: 3

No violations cited.

Preschool Classroom - Classroom Number: 3

### **Legend**

- COS: Corrected on Site
- POC: Plan of Correction

### **Child Care Director Signature**

A handwritten signature in black ink, appearing to read "Lena Kinan". The signature is written in a cursive, flowing style.

### **MSDH Licensure Representative Signature**

Shunk  
Matt