



MISSISSIPPI STATE DEPARTMENT OF HEALTH

Child Care Facility Inspection Report

CRAWFORD ST. PLAY SCHOOL

License #: 4286

Director: ELIZABETH WHITTINGTON

Inspection Date: 08/15/2023

Annual/Mid Inspection

Inspector: Tera German

Program Administration Violations Cited

1. **Out of Compliance:** During all hours of operation, including arrival and departure of children, a child care facility employee shall be present to whom administrative and supervisory responsibilities have been assigned. This child care facility employee shall meet the minimum qualifications of a director or director designee. (Rule 1.8.1 (3))
2. **Out of Compliance:** All staff members have a valid Letter of Suitability on file. (Rule 1.5.2 Page 21)
3. **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)
4. **Out of Compliance:** All personnel records are present and up-to-date (employment application may be acceptable). (Rule 1.6.4 Page 30)
5. **Out of Compliance:** All volunteer records are present and up-to-date. (Rule 1.6.5 Page 31)
6. **Out of Compliance:** Facility has not made any major changes without notification to child care licensure division. (Rule 1.4.4)

Plan of Correction

1. **POC:** 1. Licensing official first arrived to facility at 8:32 a.m. but no one came to door to allow licensing official entry. Licensing official also phoned inside facility and no one answered. Licensing official later phoned and the church member answered and said staff was at facility. Licensing official received phone call from alleged director and she was told licensing official would return to center. 2. There was no Director nor designee present upon licensing official's arrival. Director arrived during inspection. 3. Facility made changes within facility without informing licensing official (appoint new director) Director was reminded director or designee shall be present at all times and also licensing official must be made aware of any changes within center. 4. Four staff have no letter of suitability on file. Licensing official called fingerprint unit to check on prints. Two staff have prints that needs to be printed. Provider was reminded forms have to be on file at site. 5. Three staff have missing MSDH 121 forms. Staff with no Letter of Suitability and 121 shall not return to facility until forms and letters are on file at site. 6. Facility failed to have volunteer records. Provider will be sure to have volunteer records completed and available to licensing official 7. Facility failed to have an alphabetical roster for staff. Provider will complete a roster

and send in to licensing official.

Person Responsible: Director **Date for Completion:** August 15-31, 2023

Kitchen Violations Cited

1. **Out of Compliance:** A Certified Food Manager or designated person in charge is present who can demonstrate knowledge and perform duties. (FC 2-101.11, 2-102.11, & 2-103.1)

Plan of Correction

1. **POC:** Facility does not have a Food manager. Facility will have food manager within 30 days.

Person Responsible: Director **Date for Completion:** September 14, 2023

Nutritional Guidelines Violations Cited

No violations cited.

Playground Violations Cited

No violations cited.

Toddler Classroom Violations Cited

Ones - Classroom Number: 1

No violations cited.

Toddler Classroom - Classroom Number: 1

Twos Classroom Violations Cited

Twos - Classroom Number: 2

No violations cited.

Twos Classroom - Classroom Number: 2

Preschool Classroom Violations Cited

Threes - Classroom Number: 3

No violations cited.

Preschool Classroom - Classroom Number: 3

Fours - Classroom Number: 4

No violations cited.

Preschool Classroom - Classroom Number: 4

Legend

- COS: Corrected on Site

- POC: Plan of Correction

Child Care Director Signature

Elizabeth R. Whittiger

MSDH Licensure Representative Signature

Dora Hernandez