WILLOWOOD DEVELOPMENTAL CENTER
1635 BOLING ST, Jackson, MS 39213
Lic. 25CFPFA-1314 P. 601-366-0123
Attn: RASHEEDAH HOLMES

Pg. 1

MISSISSIPPI STATE DEPARTMENT OF HEALTH

Child Care Facility Inspection

County: Hinds Date: 1·6·2020

Facility Name: _____ License Number: _____

Purpose: Renewal / TA Capacity: 240

All Items In Red Are Critical	In	Out	COS	N/A
Qualified director present	☑	☐	☐	☐
Proper staff to child ratio present	☐	☑	☐	☐
Room and playground capacity met	☐	☑	☐	☐
Center capacity met	☐	☑	☐	☐
License/complaint visible	☑	☐	☐	☐
Certified food manager	☑	☐	☐	☐
Sanitation Approved				
Garbage and garbage bins maintained	☑	☐	☐	☐
Vector control maintained	☑	☐	☐	☐
Water system approved and functioning	☑	☐	☐	☐
Waste water system approved and functioning	☑	☐	☐	☐
Food service approved	☑	☐	☐	☐

Possible Monetary Penalty

	Monetary Penalty
1.	$
2.	$
3.	$
4.	$
5.	$

Age/Child/Staff Name – No children

1. Class 1: 2yr. 2 CG
2. 2: 2yr. 2 CG
3. 3: E. 3/4. 2 CG
4. 4: D. 3. 1 CG
5. 5: C. 3/4 2 CG
6. 6: A. 4yr. 2 CG
7. 7: 4yr 1 CG
11: 3yr. 2 CG

Other Items - Must be corrected	In	Out	COS	N/A
Children's belongings separated/stored	☑	☐	☐	☐
Evacuation plans posted	☑	☐	☐	☐
Menus posted and served	☑	☐	☐	☐
Plan of activities	☑	☐	☐	☐
Building and Grounds				
Walls, ceilings, floors, toys, equipment clean and in good repair	☑	☐	☐	☐
Lighting approved	☑	☐	☐	☐
Heating/cooling approved	☑	☐	☐	☐
Ventilation adequate	☑	☐	☐	☐
Glass approved and shielded	☑	☐	☐	☐
Telephone on premises, available, and functioning	☑	☐	☐	☐
Electrical outlets protected	☑	☐	☐	☐
Large appliances located properly	☑	☐	☐	☐
Sinks and toilets working properly	☑	☐	☐	☐
Hot water at all sinks, not to exceed 120°	☑	☐	☐	☐
Children barred from kitchen	☑	☐	☐	☐
Vending machine snacks meet nutritional guidelines, if present	☐	☐	☐	☑
Exits, doors and fastening devices single action approved and in good working order	☑	☐	☐	☐
Exits unobstructed	☑	☐	☐	☐
Required smoke detectors, carbon monoxide monitors, fire extinguishers and thermometers placed properly and in good working order	☑	☐	☐	☐
First aid kits stocked and easily accessible	☑	☐	☐	☐
Playground area clean, shaded, well drained and equipped and fence in good repair See Playground checklist	☑	☐	☐	☐
Playground equipment meets standards See Playground checklist	☑	☐	☐	☐
Pool area clean, fenced, and adequately maintained	☐	☐	☐	☑
Diaper changing stations adequate in number and each fully supplied (number _____)	☐	☐	☐	☐

Center Director/Individual: Rasheedah Holmes Child Care Representative: Azalea Ellis

White Copy - Facility File *Yellow Copy - Facility Operator*

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Pg. 2

MISSISSIPPI STATE DEPARTMENT OF HEALTH

Child Care Facility Inspection

County Hinds Date 1·6·2020

Facility Name _____ License Number _____

Purpose Renewal / TA Capacity 240

All Items In Red Are Critical	In	Out	COS	N/A
Qualified director present	☐	☐	☐	☐
Proper staff to child ratio present	☐	☐	☐	☐
Room and playground capacity met	☐	☐	☐	☐
Center capacity met	☐	☐	☐	☐
License/complaint visible	☐	☐	☐	☐
Certified food manager	☐	☐	☐	☐
Sanitation Approved				
Garbage and garbage bins maintained	☐	☐	☐	☐
Vector control maintained	☐	☐	☐	☐
Water system approved and functioning	☐	☐	☐	☐
Waste water system approved and functioning	☐	☐	☐	☐
Food service approved	☐	☐	☐	☐

Possible Monetary Penalty

		Monetary Penalty
1.		$
2.		$
3.		$
4.		$
5.		$

continue for count

	Room	Age/Child/Staff Name
1.	13	4yr. - 2 CG
2.	12	4yr. - 2 CG
3.	9	3yr. 2 CG
4.	8	3yr 2 CG
5.	Toddlers	- 3 CG
6.	Infants	- 3 CG
7.		

Other Items - Must be corrected	In	Out	COS	N/A
Children's belongings separated/stored	☐	☐	☐	☐
Evacuation plans posted	☐	☐	☐	☐
Menus posted and served	☐	☐	☐	☐
Plan of activities	☐	☐	☐	☐
Building and Grounds				
Walls, ceilings, floors, toys, equipment clean and in good repair	☐	☐	☐	☐
Lighting approved	☐	☐	☐	☐
Heating/cooling approved	☐	☐	☐	☐
Ventilation adequate	☐	☐	☐	☐
Glass approved and shielded	☐	☐	☐	☐
Telephone on premises, available, and functioning	☐	☐	☐	☐
Electrical outlets protected	☐	☐	☐	☐
Large appliances located properly	☐	☐	☐	☐
Sinks and toilets working properly	☐	☐	☐	☐
Hot water at all sinks, not to exceed 120°	☐	☐	☐	☐
Children barred from kitchen	☐	☐	☐	☐
Vending machine snacks meet nutritional guidelines, if present	☐	☐	☐	☐
Exits, doors and fastening devices single action approved and in good working order	☐	☐	☐	☐
Exits unobstructed	☐	☐	☐	☐
Required smoke detectors, carbon monoxide monitors, fire extinguishers and thermometers placed properly and in good working order	☐	☐	☐	☐
First aid kits stocked and easily accessible	☐	☐	☐	☐
Playground area clean, shaded, well drained and equipped and fence in good repair	☐	☐	☐	☐
Playground equipment meets standards	☐	☐	☐	☐
Pool area clean, fenced, and adequately maintained	☐	☐	☐	☐
Diaper changing stations adequate in number and each fully supplied (number _____)	☐	☐	☐	☐

Center Director/Individual Rasheedah Holmes Child Care Representative Angela Ceasar

White Copy - Facility File *Yellow Copy - Facility Operator*

WILLOWOOD DEVELOPMENTAL CENTER
1635 BOLING ST, Jackson, MS 39213
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Attn: RASHEEDAH HOLMES

MISSISSIPPI STATE DEPARTMENT OF HEALTH

Child Care Encounter

District 5

Date 1·6·2020

Name _____ License No. _____

Address _____
Center/Organization/Individual

Purpose Renewal

Director _____

Mileage Start —

Mileage End —

County Hinds

Telephone No. _____

Time In 8:01 a.m.

Time Out 10:25 a.m.

Total Time _____

Findings/Comments Upon arrival the LO. met with the director Rasheedah Holmes

The purpose of the visit is to conduct a renewal inspection and to provide technical assistance.

During the walk-through of the facility the LO. observed the following:
Subchapter 11 Building and Grounds.
Deficiency: Rule 1.11.8(2) states in part, "All rooms used by children shall be heated, and adequately ventilated to maintain the required temperature.
Findings: Based on touring the facility the LO-notice no heat in classroom 6 and 7 at the facility.

LO. left a green survey card with the, director Rasheedah Holmes.

- What each abbreviation stands for:
- LO- (Licensing Official)
- POC- (Plan of Correction)
- TA- (Technical Assistance)
- COS- (Corrected on Site)

Reminders:
Helpful Hints:
Renewal Process see form:
#289

Class I II violations may result in a monetary penalty.
Repeated violations may result in the doubling of a monetary penalty, suspension or revocation of license.

Rasheedah Holmes
Center Director/Designee/Individual

Azalia Ellis
Child Care Representative

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Yellow Copy - Operator

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1635 BOLING ST, Jackson, MS 39213
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Attn: RASHEEDAH HOLMES

MISSISSIPPI STATE DEPARTMENT OF HEALTH

Child Care Encounter (Continuation)

Date 1.6.2020

Facility Name _____ License No. _____

P.O.C. — Plan of Correction

1. What measures will you put into place to correct the violation and how will you prevent recurrence of the violation?
2. Who will be responsible for monitoring violation from recurrence?
3. What is the date of completion?

Director stated that the heat was looked at on the last day of school, and that a part had to be ordered. The company stated that the part would be back on today. Once it comes in that they schedule to come on today's date 1.6.2020 to get it corrected. TA was provided with facility once corrections are made a follow-up visit will be conducted. If not competed when the children returns on tomorrow date, the LO. encourge the director to move the children and staff to another space and to also remain in staff to child ratio. Director stated that the part came in early, but due to facility being close for christmas, the correction could not be made. Staff returned on today, but children will return back on tomorrow 1.7.2020.

Rasheedah Holmes
Center Director/Designee/Individual

Angela Evans
Child Care Representative

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Yellow Copy - Operator

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Attn: RASHEEDAH HOLMES

MISSISSIPPI STATE DEPARTMENT OF HEALTH

Child Care Program Review

Facility Name _____ License No. _____ Date 1·6·2020

	Yes	No	N/A	
1.	☑	☐	☐	**Policies and procedures *(Parent's Handbook)*** {Rule 1.4.1}
2.	☑	☐	☐	Proof of Accident/Liability Insurance or documentation that parent has been notified that no insurance is in effect {Rule 1.4.1 (i) & (j)}
3.	☑	☐	☐	Approved arrival and departure procedures {Rule 1.4.1 (2)}
4.	☑	☐	☐	Letter of suitability for staff {Rule 1.5.2 & Rule 1.6.4 (1) (f)}
5.	☑	☐	☐	Attendance records for children and staff {Rule 1.6.3 (1)}
6.	☑	☐	☐	Current alphabetical roster of children *(includes date of birth)* {Rule 1.6.3 (2)}
7.	☑	☐	☐	Current staff roster *(includes date of birth & date of hire)* {Rule 1.6.3 (3)}
8.	☑	☐	☐	Monthly records of fire/disaster drills {Rule 1.6.3 (5)}
9.	☐	☐	☑	**Medication record with date, time, signature for 90 days** {Rule 1.6.3 (6)}
10.	☐	☐	☐	Immunization Records for Children and Staff {Rule 1.6.3 (8)}
11.	☑	☐	☐	**Personnel records** *(attach employee's records form)* {Rule 1.6.4}
12.	☑	☐	☐	Volunteer records {Rule 1.6.5 & Rule 1.6.6}
13.	☐	☐	☐	**Children records** *(attach children's records form)* {Rule 1.6.7}
14.	☑	☐	☐	**Reports of serious occurences made as required** {Rule 1.7.1}
15.	☑	☐	☐	**Communicable diseases reported as required** {Rule 1.7.3}
16.	☑	☐	☐	Daily written reports provided to parents for infants and toddlers {Rule 1.7.4}
17.	☑	☐	☐	**Staff present who hold valid CPR and First Aid Certification** {Rule 1.8.1 (4) & (5)}
18.	☑	☐	☐	Age appropriate program of activities posted in each room {Subchapter 9}
19.	☑	☑	☐	Required toys present in infant room {Rule 1.10.1 (2)}
20.	☑	☐	☐	Required toys present in toddler room {Rule 1.10.1 (3)}
21.	☑	☐	☐	Required toys present preschool room {Rule 1.10.1 (4)}
22.	☑	☐	☐	Licensed pest control contractor {Rule 1.11.14}
23.	☐	☐	☑	Pets present *(proof of immunization as required, signed by veterinarian)* {Rule 1.12.6}
24.	☑	☐	☐	**Appropriate discipline policy followed** {Subchapter 14}
25.	☑	☐	☐	**Appropriate transportation policy followed** {Subchapter 15}
26.	☑	☐	☐	Infant feeding schedules posted *(Appendix C, VII)*

Comments/Recommendations _

Go online to www.healthyms.com to complete your online application and pay fees and print your license on or before 5·31·2020, to avoid late fees and reinstatement fees.

Please submit the following for your renewal process: Fire Form
2, 4, or 6 weeks menus
Zoning Letter (Hinds County Only)
Other contact hours

☐ Pass –
License to be issued: ☐ Regular ☐ Probational ☐ Restricted
☐ Fail
☐ Follow-up within _____ days

Rasheedah Holmes
☑ Director ☐ Designee

Azellah Evans
Child Care Representative

Food Service Facility Inspection Results

PIMS ID	Facility Nai		Date
			1·6·2020

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Attn: RASHEEDAH HOLMES

CRITICAL VIOLATION	TION PLAN AND SCHEDULE
No critical violations observed on today's visit.	

A

Tora Spann S/S 1.11.24
Certified Manager Licence Number

☐ 92020 Scheduled	☑ 92010 Permit No Charge
☐ 92030 Followup	☐ 92015 Permit 1 $30.00
☐ 92040 Complaint	☐ 92011 Permit 2 $100.00
☐ 92050 Consultation	☐ 92012 Permit 3 $150.00
☐ 92070 Plan Review/Const.	☐ 92013 Permit 4 $200.00
☐ 92080 No Inspection	
☐ 92090 Restaurant Training	
Permit Date	Environmentalist Code
Please Remit within 10 days to:	

Facility Signature	Rasheedah Holmes
Environmentalist Signature	Arleda Pellie

White Copy - Facility
Yellow Copy - PIMS
Pink Copy- Environmentalist

Front

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Attn: RASHEEDAH HOLMES

Child Care Licensure Playground Checklist

Center Name _____ Inspection Date 1·6·2020

YES	NO	N/A		
☑	☐	☐	1.	Playground fence less than 3 ½" from surface. *(Rule 1.11.9 (8), pg 60)* In good repair, with no gaps? *(Rule 1.11.9 (8), pg 60)*
☑	☐	☐	2.	2 entrances/exits, with one being remote from the building? *(Rule 1.11.9 (8), pg 60)*
☑	☐	☐	3.	Is surfacing adequate? If not, where is it inadequate? *(CPSC, 2.4.2, pg 9-10 & 4.3)*
☑	☐	☐	4.	AC units, high-voltage cabling/wires inaccessible? *(Rule 1.11.9 (5), pg 59)*
☑	☐	☐	5.	No standing water present on playground or in/on playground equipment or walkways? *(CPSC 2.4.2.2(5), pg 10 & Rule 1.11.11 (4), pg 61)*
☑	☐	☐	6.	Toys & equipment in good repair? (none broken/deteriorating) *(Rule 1.10.2 (2), pg 46)*
☑	☐	☐	7.	Sidewalks provide smooth walking surface? (no trip hazards) *(CPSC 3.6, pg 16-17)*
☑	☐	☐	8.	All bolts on equipment & fence <2 threads beyond the nut? Are all bolts and fencing twists/wires facing away from the playground area? *(Rule 1.11.9 (5), pg 59)*
☑	☐	☐	9.	Tree limbs at least 7ft. above play surfaces? Is fence free of brush/overgrowth? *(CPSC 3.4, 3.5, pg 16)*
☑	☐	☐	10.	Are use zones adequate? If not, where are they inadequate? *(CPSC 5.3.9, pg 41)*
☑	☐	☐	11.	If swings are present, are S-hooks in good repair? If not, state deficiency *(CPSC 3.2, pg 1- 2.5.2, pg 1 & 5.3.8.1, pg 37)*
☑	☐	☐	12.	If slide is present, is exit height/exit zone adequate? If not, state deficiency *(CPSC5.3.6.4-5 pgs 34-3)*
☑	☐	☐	13.	Are spring rockers a minimum of 6 ft. apart? *(ASTM 9.5.1.2 & CPSC 5.3.7. pg 36-37)*
☑	☐	☐	14.	Is age-appropriate equipment being used? If not, state which pieces are inappropriate *(Rule 1.10.2, pg & CPSC 2.2.6, pg 6)*
☑	☐	☐	15.	Is playground area clean & free of hazards? If not, state deficiency. *(Rule 1.11.11 (1), pg 6)*
☑	☐	☐	16.	Is adequate shade present on the playground? *(Rule 1.11.9 (7), pg 60 & CPSC 2.1.1, pg 5)*
☑	☐	☐	17.	Are concrete footings located at least 6" beneath the surface? *(Rule 1.10.2 (2), pg 46 & CPSC 3.6, pg 16-17)*
☑	☐	☐	18.	Is wood smooth? Documentation provided that wood has been properly treated. *(CPS 2.5.5, pg 15)*

Director Rasheedah Holmes Licensing Official Azelda

Back

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1635 BOLING ST, Jackson, MS 39213
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Attn: RASHEEDAH HOLMES

Child Care Licensure Playground Checklist

Inspection Date 1·6·2020

Center Name _____

YES	NO	N/A		
☑	☐	☐	1.	Playground fence less than 3 ½" from surface. *(Rule 1.11.9 (8), pg 60)* In good repair, with no gaps? *(Rule 1.11.9 (8), pg 60)*
☑	☐	☐	2.	2 entrances/exits, with one being remote from the building? *(Rule 1.11.9 (8), pg 60)*
☑	☐	☐	3.	Is surfacing adequate? If not, where is it inadequate? *(CPSC, 2.4.2, pg 9-10 & 4.3)*
☑	☐	☐	4.	AC units, high-voltage cabling/wires inaccessible? *(Rule 1.11.9 (5), pg 59)*
☑	☐	☐	5.	No standing water present on playground or in/on playground equipment or walkways? *(CPSC 2.4.2.2(5), pg 10 & Rule 1.11.11 (4), pg 61)*
☑	☐	☐	6.	Toys & equipment in good repair? (none broken/deteriorating) *(Rule 1.10.2 (2), pg 46)*
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☑	☐	☐	8.	All bolts on equipment & fence <2 threads beyond the nut? Are all bolts and fencing twists/wires facing away from the playground area? *(Rule 1.11.9 (5), pg 59)*
☑	☐	☐	9.	Tree limbs at least 7ft. above play surfaces? Is fence free of brush/overgrowth? *(CPSC 3.4, 3.5, pg 16)*
☑	☐	☐	10.	Are use zones adequate? If not, where are they inadequate? *(CPSC 5.3.9, pg 41)*
☑	☐	☐	11.	If swings are present, are S-hooks in good repair? If not, state deficiency *(CPSC 3.2, pg 1-* *2.5.2, pg 1 & 5.3.8.1, pg 37)*
☑	☐	☐	12.	If slide is present, is exit height/exit zone adequate? If not, state deficiency *(CPSC5.3.6.4-5 pgs 34-3* *(ASTM 9.5.1.2 & CPSC 5.3.7. pg 36-37)*
☑	☐	☐	13.	Are spring rockers a minimum of 6 ft. apart?
☑	☐	☐	14.	Is age-appropriate equipment being used? If not, state which pieces are inappropriate *(Rule 1.10.2, pg* *& CPSC 2.2.6, pg 6)*
☑	☐	☐	15.	Is playground area clean & free of hazards? If not, state deficiency. *(Rule 1.11.11 (1), pg*
☑	☐	☐	16.	Is adequate shade present on the playground? *(Rule 1.11.9 (7), pg 60 & CPSC 2.1.1, pg 5*
☑	☐	☐	17.	Are concrete footings located at least 6" beneath the surface? *(Rule 1.10.2 (2), pg 46 &* *CPSC 3.6, pg 16-17)*
☑	☐	☐	18.	Is wood smooth? Documentation provided that wood has been properly treated. *(CPS* *2.5.5, pg 15)*

Director Rasheedah Holmes Licensing Official Azelda