



MISSISSIPPI STATE DEPARTMENT OF HEALTH

Child Care Facility Inspection Report

PORTER'S CHAPEL ACADEMY DAYCARE

License #: 0509

Director: KAREN SCREWS

Inspection Date: 08/11/2022

Annual/Mid Inspection

Inspector: Tera German

Program Administration Violations Cited

1. **Out of Compliance:** All staff members have a valid Letter of Suitability on file. (Rule 1.5.2 Page 21)
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)
3. **Out of Compliance:** All personnel records are present and up-to-date (employment application may be acceptable). (Rule 1.6.4 Page 30)

Plan of Correction

1. **POC:** 1. Two staff present during inspection does not have letter of suitability. These two staff left facility and can not return until a valid letter is on file at facility. Director was informed staff shall not begin work without a letter of suitability. Director stated she understands. 2. Two staff present during inspection does not have a MSDH 121 on file. These two staff shall not return without a 121. Director stated she understands. 3. One staff present has an invalid MSDH 121 (vaccination record) This staff will provide facility with a valid MSDH 121 within 14 days. 4. Facility does not have an updated staff roster. Provider will update roster and send to licensing official by close of business August 12, 2022.

Person Responsible: Director **Date for Completion:**

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: 1

1. **Out of Compliance:** Individual hooks or compartments are provided for each child to store personal possessions. Hooks are spaced so belongings do not touch and are at a height suitable to prevent injury. (Rule 1.10.5 Page 47)
2. **Out of Compliance:** Each infant is placed on a separate bed, crib, or mat. Cribs are labeled so that child's name is visible. (Rule 1.17.1 Page 79)
3. **Out of Compliance:** Formula is labeled with child's name, dated, and placed in refrigerator upon arrival. (Rule 1.18.3 Page 81)

Infant Classroom - Classroom Number: 1

1. **POC:** 1. Cribs will be labeled with names by close of business Friday, August 12, 2022. 2. Bottles will be labeled with child's name and date today, August 11, 2022. 3. Children's belongings will be placed so they are not touching today, August 11, 2022.

Person Responsible: Director **Date for Completion:**

Toddler Classroom Violations Cited

Ones - Classroom Number: 2

No violations cited.

Toddler Classroom - Classroom Number: 2

Ones - Classroom Number: 3

No violations cited.

Toddler Classroom - Classroom Number: 3

Twos Classroom Violations Cited

Twos - Classroom Number: 5

1. **Out of Compliance:** Proper staff to child ratio maintained. (Rule 1.8.1 Page 37)
2. **Out of Compliance:** Proper room capacity maintained. (Rule 1.11.2 Page 53)

Twos Classroom - Classroom Number: 5

1. **POC:** 1. Staff-to-child ratio was corrected once another staff came into classroom. New ratio is as follow: One staff with 9 two year olds. 2. Room capacity was corrected by another staff taking children into different classroom. Director stated she would monitor classroom ratio and capacity closer and utilize staff were needed. Also, they are in the process of getting more staff fingerprinted.

Person Responsible: Director **Date for Completion:** Today, August 11, 2022

Twos (Corrected) - Classroom Number: 5

No violations cited.

1. **POC:** 1. Staff-to-child ratio was corrected once another staff came into classroom. New ratio is as follow: One staff with 9 two year olds. 2. Room capacity was corrected by another staff taking children into different classroom. Director stated she would monitor classroom ratio and capacity closer and utilize staff were needed. Also, they are in the process of getting more staff fingerprinted.

Person Responsible: Director **Date for Completion:** Today, August 11, 2022

Legend

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

Child Care Director Signature

A handwritten signature in black ink, reading "Karen Schroeder". The signature is written in a cursive, flowing style and is oriented diagonally from the bottom left towards the top right.

MSDH Licensure Representative Signature

A handwritten signature in black ink, reading "Lisa Herman". The signature is written in a cursive, flowing style and is oriented diagonally from the bottom left towards the top right.