



MISSISSIPPI STATE DEPARTMENT OF HEALTH

Child Care Facility Inspection Report

STEPPIN UP LEARNING CENTER

License #: 7783

Director: KACHEELA DIXON

Inspection Date: 04/28/2023

Annual/Mid Inspection

Inspector: Denise Love

Program Administration Violations Cited

1. **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)
2. **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:** During observation of the facility records LO observed 2 children with expired form #121, 1 child has a form #121 that has a checkmark for "Complete Until School Entry" and has an expired date listed in the "Temporarily Compliant". One staff with no form #121. The director will have 14 days (05/12/2023) to submit updated form #121. The children with expired form #121 and staff with no form #121 are allowed back at the facility until updated form #121 are received.
Person Responsible: Kacheela Dixon **Date for Completion:** 14 Days (05/12/2023)
2. **POC:** The director will submit the following documents before the license expires: Fire inspection report, zoning letter, monthly fire/disaster drills, and staff 15 contact hours. Pay license fees before license expires 06/30/2023.
Person Responsible: Kacheela Dixon **Date for Completion:** 06/15/2023
3. **POC:** During observation of the kitchen LO observed a bottle of Melatonin medication. When LO inquired about whether or not the medication was being given to the children in the facility, the director stated the melatonin was for her daughter and her daughter uses it as a vitamin and weight loss supplement and not being given to the children. Technical Assistance was provided to the director on the Safe Sleep Policy and melatonin cannot be given to the children at the facility. Recommendation from LO to remove the melatonin from the facility or put it out of sight. The director stated she would have her daughter to remove the melatonin from the facility.
Person Responsible: Kacheela Dixon **Date for Completion:** 04/28/2023

Kitchen Violations Cited

No violations cited.

Nutritional Guidelines Violations Cited

1. **Out of Compliance:** No hot dogs, corndogs, bologna, bacon, sausage, pancake sticks, small chicken nuggets, fish sticks, and steak fingers observed at the facility are served at any time.

Plan of Correction

1. **POC:** During observation of this facility LO observed sausages and pancakes being served to the children for breakfast. Technical assistance: LO encouraged the director to use the menu that was approved. LO will email the director approved menu items that may be substituted with healthier items. The director stated the rest of sausages that were in the freezer will only be eaten by staff.

Person Responsible: Kacheela Dixon **Date for Completion:** 04/28/2023

Playground Violations Cited

No violations cited.

Infant Classroom Violations Cited

Infants - Classroom Number: 1

1. **COS:** Television not permitted in infant classroom. (Rule 1.9.6 Page 42)

Infant Classroom - Classroom Number: 1

Preschool Classroom Violations Cited

Three-Year-Olds - Classroom Number: 2

No violations cited.

Preschool Classroom - Classroom Number: 2

Legend

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

Child Care Director Signature

The image shows a handwritten signature in black ink. The signature is written in a cursive style. The first part of the signature appears to be 'Kacheela' and the second part appears to be 'Dixon'. The signature is written on a white background.

MSDH Licensure Representative Signature

Denise Kos

Jude Allen