



MISSISSIPPI STATE DEPARTMENT OF HEALTH

Child Care Facility Inspection Report

FIRST METHODIST PRESCHOOL

License #: 0072

Director: PATRICIA DOWNS

Inspection Date: 04/20/2022

Annual/Mid Inspection

Inspector: Kristen Taylor

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)

Plan of Correction

1. **POC:** During review of records, CCFI observed that one child needs an updated 121. The facility will have an updated 121 on file at the facility by May 4th. Once received, facility will send copy to CCFI. If child does not have an updated 121 on file at the facility by May 4th, they cannot return until they do.
Person Responsible: Director **Date for Completion:** May 4, 2022
2. **POC:** During review of records, CCFI observed that a caregiver did not have a 121 on file. The facility will have the caregiver's 121 on file at the facility before the caregiver can return to the facility. Once received, the facility will send a copy to CCFI.
Person Responsible: Director **Date for Completion:** April 21, 2022
3. **POC:** During review of records, CCFI observed a caregiver that did not have a letter of suitability. The CCFI called the fingerprint unit to verify and the caregiver does not have a letter of suitability through child care licensure. Per Director, the caregiver had fingerprints submitted through the school district. CCFI explained that all facility staff must have fingerprints submitted through Child Care Licensure. The caregiver will have fingerprints done and mailed to the fingerprint unit by Friday, April 22nd. The Director will take a picture of fingerprint documents and send to CCFI. Director and caregiver understand that the caregiver cannot be left alone with children until the fingerprint letter is on file at the facility.
Person Responsible: Director **Date for Completion:** April 22, 2022

Kitchen Violations Cited

No violations cited.

Nutritional Guidelines Violations Cited

No violations cited.

Playground Violations Cited

No violations cited.

Twos Classroom Violations Cited

Room 3 - Classroom Number: 3

No violations cited.

Twos Classroom - Classroom Number: 3

Preschool Classroom Violations Cited

Room 5 - Classroom Number: 5

No violations cited.

Preschool Classroom - Classroom Number: 5

Room 4 - Classroom Number: 4

No violations cited.

Preschool Classroom - Classroom Number: 4

Room 2 - Classroom Number: 2

No violations cited.

Preschool Classroom - Classroom Number: 2

Room 1 - Classroom Number: 1

No violations cited.

Preschool Classroom - Classroom Number: 1

Legend

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

Child Care Director Signature

Denise
Horns

MSDH Licensure Representative Signature

Kristen Taylor