



MISSISSIPPI STATE DEPARTMENT OF HEALTH

Child Care Facility Inspection Report

HOLY GHOST EARLY HEAD START CENTER

License #: 7464

Director: SHAKIVA CONERLY

Inspection Date: 08/15/2022

Annual/Mid Inspection

Inspector: Tiffany Slay

Program Administration Violations Cited

1. **Out of Compliance:** Facility has a qualified Director or Director Designee onsite. (Rule 1.5.3 Page 22)
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:** At least one staff member with valid CPR/First Aid certification is onsite. (Rule 1.8.1 Page 38)
4. **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)
5. **Out of Compliance:** All personnel records are present and up-to-date (employment application may be acceptable). (Rule 1.6.4 Page 30)
6. **Out of Compliance:** All child records are present and up-to-date. (Rule 1.6.7 Page 32)

Plan of Correction

1. **POC:** 1. License official observed while reviewing records director and staff with no letter of suitability on file at the facility. 2. License official observed director and staff with no MSDH 121 form on file at the facility 3. License official observed director or staff with no CPR/FA certificate on file at facility. Director stated that she will report finding to her main office where the files are located and her HR department have them sent to the license official before 3 pm. today Aug. 15, 2022.

Person Responsible: Director **Date for Completion:** Aug 15, 2022

Kitchen Violations Cited

No violations cited.

Nutritional Guidelines Violations Cited

No violations cited.

Playground Violations Cited

No violations cited.

Infant Classroom Violations Cited

Nine Months To Three Year - Classroom Number: 1

1. **Out of Compliance:** Daily reports are made available for infants and include: liquid intake, child's disposition, bowel movements, and eating and sleeping patterns. (Rule 1.7.4 Page 35)
2. **Out of Compliance:** Formula is labeled with child's name, dated, and placed in refrigerator upon arrival. (Rule 1.18.3 Page 81)

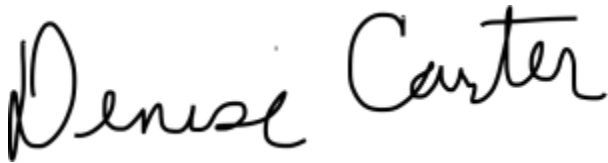
Infant Classroom - Classroom Number: 1

1. **POC:** License official observed in infant classroom, infant bottle labeled with child's name but not date. 2. Daily report were in the classroom, still in the package but not the in use.
Person Responsible: Director **Date for Completion:**

Legend

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

Child Care Director Signature



MSDH Licensure Representative Signature

