



MISSISSIPPI STATE DEPARTMENT OF HEALTH

Family Home Child Care/License Exempt Child Care Inspection

County Copiah Date 1-28-22

Facility Name Boys: Girls Clubs of Central MS ID Number _____

Purpose Initial Inspection Capacity _____

Family Home Child Care ☐

License Exempt Child Care ☒

Pass ☒ Fail ☐

Records and Policies	In	Out	COS	N/A
All facility records and policies are documented and kept together in one notebook or binder.	✓			
A current alphabetical roster of children enrolled in the facility to include the child's full name and date of birth is kept onsite of the physical grounds of the facility.	✓			
A current alphabetical roster of staff employed, or volunteers is kept onsite of the physical grounds of the facility.	✓			
All background checks completed/Letters of Suitability on file for every employee and/or resident within the facility. Records are kept on-site at the facility.	✓			
Immunizations up to date documented on 121 Form for all employees, volunteers, and enrolled children. Exemptions from immunization documented on 122 Form. Records are kept on-site at the facility.	✓			
A written child abuse and neglect reporting policy is in place at the facility and followed by all employees.	✓			
A written Emergency Preparedness and Response Plan is in place which includes fires, natural disasters, and other threatening situations that may pose a health of safety hazard to children. Plan includes relocation, evacuation, shelter-in-place, and lockdown procedures.	✓			
A least one caregiver/employee that is certified in pediatric first aid and cardiopulmonary resuscitation (CPR) is on the premises at all times when children are present. Proof of certification is kept on-site at the facility.	✓			
All caregivers are trained in a Health and Safety Standards Information Session that covers the topics of child abuse and neglect including definitions of types of abuse (physical, emotional, sexual), maltreatment of children, recognizing signs of abuse, and reporting policies. Current documentation of training is kept on file (Training must be renewed every two years). – CHECK AT RENEWALS ONLY – this is not checked at the initial visit. Training must be completed with the Mississippi State Department of Health.	✓			
All caregivers are trained on recognizing possible signs and symptoms of Shaken Baby Syndrome (SBS) and abusive head trauma and the consequences of SBS/AHT. Current documentation of training is kept on file.	✓			
Building and Grounds (Indoor)	In	Out	COS	N/A
Maximum capacity as determined by MDHS is not violated.				✓
All glass in doors, windows, mirrors, etc., have a protective barrier at least four feet high when measured from the floor. Doors, windows, mirror, etc., using safety grade glass or polymers (e.g., Lexan®) are not required to have a protective barrier.	✓			
Inside area is clean, in good repair, free of insects/rodents, free of unnecessary articles.	✓			
All areas used by children are well lighted, ventilated, and free of hazardous or potentially hazardous	✓			

conditions, such as but not limited to, open stairs and unprotected low windows.	✓			
A separate space for ill or injured child where child is supervised by an employee at all times is provided. LICENSE EXEMPT ONLY, DOES NOT APPLY TO FAMILY HOME PROVIDERS.	✓			
A first aid kit is kept on site and easily accessible to employees at all times, but not in reach of children.	✓			
Extension cords and all other electrical cords are kept out of reach of children.	✓			
All unused electrical outlets are protected by safety plug cover.	✓			
If nonelectric heating and/or cooling systems, cooking stoves, and/or hot water heaters or other nonelectric equipment are present, sufficient carbon monoxide monitors placed appropriately throughout the child care facility.	✓			
All smoke detectors are in place and in working order.	✓			
Kitchen	In	Out	COS	N/A
Food appears in good condition to be served, Adequate dishwashing capability is available (manual or mechanical) with hot water available.	✓			
Food service and storage area is clean. Food is properly labeled.	✓			
Handwashing facilities with running hot water are available.	✓			
Toxic items are properly stored away from food items.	✓			
Toilets and Sewage	In	Out	COS	N/A
Water supply – public or private is under pressure and protected.	✓			
Sewage – central or individual is functioning properly.	✓			
Outdoor Area	In	Out	COS	N/A
Garbage and trash is removed from the facility daily and from the grounds at least once a week. Garbage and trash is stored inaccessible to children, and is stored in insect and rodent resistant containers.	✓			
If an outdoor play area is available fencing is in place. The outdoor playground area should directly adjoin the indoor facilities or be reached by a route free of hazards and that is no farther than 1/8 mile (660 feet) from facility.				✓
The outdoor playground area is free of hazards and not less than 30 feet (measured horizontally parallel to the ground) from high-voltage power lines, electrical substations, railroad tracks, or sources of toxic fumes or gases.				✓
Hazards, including but not limited to air conditioner units and utility mains, meters, tanks, and/or cabling are inaccessible to children.	✓			
Outdoor playground areas shall be free from unprotected swimming and wading pools, ditches, quarries, canals, excavations, fishponds, or other bodies of water.				✓
The soil in outdoor playground areas of the facility does not contain hazardous levels of any toxic chemical or substances.				✓
Outside area is properly drained, free of hazardous or potentially hazardous objects or conditions.				✓

(Off site)
In office encounter

Facility Representative

Diana Lay

MSDH Child Care Facility Inspector