



MISSISSIPPI STATE DEPARTMENT OF HEALTH

Child Care Facility Inspection Report

MANTACHIE HEADSTART CENTER

License #: 3800

Director: PHYLLIS KITCHENS

Inspection Date: 02/13/2023

Annual/Mid Inspection

Inspector: Ramona Bowden

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)

Plan of Correction

1. **POC:** Based on observations and review of children records, the facility failed to assure that they had a current MSDH 121 on children. Record review revealed that nine (9) children records lacked a current MSDH 121 form. The person responsible is Director, Phyllis Kitchens. Compliance due for completion will be in 14 days by February 27, 2023. Technical assistance was provided and the director was informed to submit MSDH 121 records within 14 days to avoid possible monetary penalty.

Person Responsible: Director Phyllis Kitchens **Date for Completion:** 2 Weeks February 27, 2023

Kitchen Violations Cited

No violations cited.

Nutritional Guidelines Violations Cited

No violations cited.

Playground Violations Cited

No violations cited.

Preschool Classroom Violations Cited

Room 1 - Classroom Number: 1

No violations cited.

Preschool Classroom - Classroom Number: 1

Room 2 - Classroom Number: 2

No violations cited.

Preschool Classroom - Classroom Number: 2

Room 3 - Classroom Number: 3

No violations cited.

Preschool Classroom - Classroom Number: 3

Legend

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

Child Care Director Signature

A handwritten signature in black ink that reads "Phyllis Kitchen". The signature is written in a cursive style with a large, looping initial "P".

MSDH Licensure Representative Signature

A handwritten signature in black ink that reads "Ramona Bowden". The signature is written in a cursive style with a large, looping initial "R".