



MISSISSIPPI STATE DEPARTMENT OF HEALTH

Child Care Facility Inspection Report

FULTON HEADSTART

License #: 1098

Director: BETTIE RATLIFF

Inspection Date: 09/06/2023

Annual/Mid Inspection

Inspector: Kristen Taylor

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:** The facility will need to submit the following required documents for Program Renewal by November 30th: Renewal application/fee, fire form #333 and staff contact hours.
Person Responsible: Director **Date for Completion:** November 30, 2023
2. **POC:** TECHNICAL ASSISTANCE: CCFI updated the facility's floor plan to give each room a number instead of a unit number. The floor plan was updated, discussed, and signed.
Person Responsible: Director **Date for Completion:** September 6, 2023
3. **POC:** During review of records CCFI observed one child that needs their 121 transferred to a MS 121. The facility will have MS 121 on file at the facility by September 20th. Once received, copy will be sent to CCFI. If the facility does not have MS 121 on file for that child by September 20th, the child cannot return to the facility until there is.
Person Responsible: Director **Date for Completion:** September 20, 2023

Kitchen Violations Cited

No violations cited.

Nutritional Guidelines Violations Cited

No violations cited.

Playground Violations Cited

No violations cited.

Toddler Classroom Violations Cited

Room 1 - Classroom Number: 1

No violations cited.

Toddler Classroom - Classroom Number: 1

Twos Classroom Violations Cited

Room 2 - Classroom Number: 2

No violations cited.

Twos Classroom - Classroom Number: 2

Preschool Classroom Violations Cited

Room 7 - Classroom Number: 7

No violations cited.

Preschool Classroom - Classroom Number: 7

Room 6 - Classroom Number: 6

No violations cited.

Preschool Classroom - Classroom Number: 6

Room 3 - Classroom Number: 3

No violations cited.

Preschool Classroom - Classroom Number: 3

Room 4 - Classroom Number: 4

No violations cited.

Preschool Classroom - Classroom Number: 4

Room 5 - Classroom Number: 5

No violations cited.

Preschool Classroom - Classroom Number: 5

Legend

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

Child Care Director Signature

Gettie G. Rattiff

MSDH Licensure Representative Signature

Kristen Taylor