



MISSISSIPPI STATE DEPARTMENT OF HEALTH

Child Care Facility Inspection Report

BRIGHT MINDS LEARNING CENTER OF FLOWOOD

License #: 6591

Director: EMILY TORRES

Inspection Date: 07/13/2023

Annual/Mid Inspection

Inspector: Jemeria Davis

Program Administration Violations Cited

1. **Out of Compliance:** All children in facility are supervised and not left unattended. (Rule 1.8.1 (2))
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:** 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:** Rule 1.5.2 (1)-Staff shall not start until a valid letter of suitability is provided. Licensing official observed 3 staff with no letter of suitability on file. Licensing official informed owner/director staff who were present (2) must leave the facility immediately. Staff shall not return back to work until a valid letter of suitability is provided. Owner stated it was weeks before he was notified that one staff fingerprints were not readable. Owner showed licensing official the letter he received from the health department which was dated 6/20/2023. Licensing official informed owner to contact the fingerprint department to schedule a live scan appointment for the staff that is needing fingerprints. Rule 1.6.3 (8)-Licensing official observed (2) staff with no MSDH 121 Form on file. Licensing official informed owner staff cannot return back to work until a valid MSDH 121 form is provided. Date of completion: 7/14/2023 Rule 1.6.3 (3)-Facility must have a current alphabetical roster of staff employed. Facility roster was not in alphabetical order.

Person Responsible: Owners/Director **Date for Completion:** 7/21/2023

Kitchen Violations Cited

No violations cited.

Nutritional Guidelines Violations Cited

No violations cited.

Playground Violations Cited

No violations cited.

Infant Classroom Violations Cited

Infants - Classroom Number: 1

1. **COS:** Individual hooks or compartments are provided for each child to store personal possessions. Hooks are spaced so belongings do not touch and are at a height suitable to prevent injury. (Rule 1.10.5 Page 47)

Infant Classroom - Classroom Number: 1

Twos Classroom Violations Cited

2 Year Olds - Classroom Number: 2

1. **COS:** Daily schedule is posted in classroom. (Rule 1.4.6(b) Page 18)
2. **Out of Compliance:** Employees wash hands before and after each diaper change. Individual or disposable towels are used for drying. Handwashing sink is used for handwashing only. (Rule 1.16.5 Page 77)

Twos Classroom - Classroom Number: 2

1. **POC:** Licensing official observed staff not washing hands before or after diaper changing. Owners informed licensing official that the staff is new and the correct diaper changing procedures were not taught to the staff yet. Owners stated they will go over proper diaper changing procedures immediately. (See Appendix G) A copy of staff training on diaper changing procedures should be emailed to licensing official.

Person Responsible: Staff/Owner/Director **Date for Completion:** 7/13/2023

Preschool Classroom Violations Cited

4 Year Olds - Classroom Number: 3

1. **Out of Compliance:** Proper staff to child ratio maintained. (Rule 1.8.1 Page 37)

Preschool Classroom - Classroom Number: 3

1. **POC:** Rule 1.8.1 (2)-Licensing official observed (1) student at water fountain unattended. Licensing official informed owners/director staff will always have to accompany the children to the water fountain or restroom. Students are not allowed to leave classroom and walk in hallways unattended.

Person Responsible: Staff/Owner/Director **Date for Completion:** 7/13/2023

Legend

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

Child Care Director Signature

Emily Tong

MSDH Licensure Representative Signature

g. Davis