



MISSISSIPPI STATE DEPARTMENT OF HEALTH

Child Care Facility Inspection Report

CREATIVE MINDS LEARNING CENTER # 1

License #: 3746

Director: RACHEL LACEY

Inspection Date: 07/11/2022

Follow-Up Inspection

Inspector: Azelda Ellis

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:** Owner stated an Updated alphabetically Staff roster will be emailed to the licensing official at the end of the day.

Person Responsible: Owner-Director **Date for Completion:** July 11, 2022

Legend

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

Child Care Director Signature

MSDH Licensure Representative Signature

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