



MISSISSIPPI STATE DEPARTMENT OF HEALTH

Child Care Facility Inspection Report

3 STEP DAYCARE
License #: 6901
Director: LINDA TEAGUE

Inspection Date: 12/11/2025
Annual/Mid Inspection
Inspector: Shundra Givens

Program Administration Answers

Requirement Summary	Requirement Compliance Finding			
	Met	Not Met	COS	N/A
Current license is displayed in a conspicuous place. (Rule 1.2.10 Page 11)	X			
MSDH reporting notice is displayed next to current license. (Rule 1.4.6 Page 18)	X			
Current menu is posted. (Rule 1.4.6(C) Page 18)	X			
An agency representative may enter any child care facility for making inspections or investigations to determine compliance with these regulations. (Rule 1.3.1)	X			
All children in facility are supervised and not left unattended. (Rule 1.8.1 (2))	X			
Facility allowed entry of licensing official. (Rule 1.3.1)	X			
Facility is clean and in good repair. (Rule 1.11.1 (19))	X			
Any pets or animals present are in good health, show no evidence of carrying disease, and appear as a friendly companion for children. Dogs and cats are immunized and maintained on a flea, tick, and worm control program. (Rule 1.12.6 Page 66)				X
All child records are present and up-to-date. (Rule 1.6.7 Page 32)	X			
If facility doesn't provide liability insurance, a statement is in	X			

Requirement Summary	Requirement Compliance Finding			
the child's record signed by the parent. (Rule 1.4.1 Page 15)				
Facility has appropriate number of operational toilets and handwashing lavatories. A ratio of 1:15 is required. Each sink is supplied with hot and cold running water, soap, and individual towels for drying. Each toilet is supplied with toilet paper. (Rule 1.11.5 Page 56)	X			
Proof of licensed pest control contractor is provided. (Rule 1.11.14 Page 62)				X
A first aid supply is kept on-site and is easily accessible to employees, but inaccessible to children. If children are transported, all vehicles are equipped with a first aid kit (see Rule 1.12.5 for recommended first aid kit supplies). (Rule 1.12.5 Page 65)	X			
Proof of current compliance signed by veterinarian for immunization of animals required to be immunized is provided. (Rule 1.12.6 Page 66)				X
No firearms or other dangerous weapons are allowed in facility. (Rule 1.4.7 Page 19)	X			
Heating units, including water pipes and baseboard heaters hotter than 110°F are inaccessible to children by barriers or guards. (Rule 1.11.8(16) Page 58)	X			
Garbage and trash are removed from child care facility and from the grounds at least once a week. Garbage and trash are stored in insect and rodent resistant containers and inaccessible to children. (Rule 1.11.12 Page 62)	X			
Facility has adequate heating, cooling, and ventilation. (Rule 1.11.8)	X			
Facility has hot and cold water at all hand washing stations. Hot water does not exceed 120 degrees Fahrenheit. (Rule 1.11.5 (4))	X			
Facility has not made any major changes without notification to child care licensure division. (Rule 1.4.4)	X			
Facility is physically separated from any other businesses or enterprise. (Rule 1.11.1 Page 51)	X			
Valid, up-to-date fire inspection form (#333) is on file. (Rule 1.2.5 Page 10)	X			
Parent is provided with following information: (1) operation information, (2) arrival and departure procedures, (3) program activity information, (4) health and emergency procedures, (5) state regulations. A parent handbook may be used for this purpose. See Rule 1.4.1 for complete list of all required policy information. (Rule 1.4.1 Page 15)	X			
Safe sleep policy is in place. (Rule 1.9.4 Page 41)	X			

Requirement Summary	Requirement Compliance Finding			
Sun safe practices are used during outdoor activities scheduled between 10:00 a.m. and 2:00 p.m. during period from April 1 to September 15. (Rule 1.9.5 Page)	X			
A separate space for children who are ill or injured is provided. (Rule 1.11.1(6) Page 51)	X			
Facility is following regulations concerning the use of smoking, tobacco products, and prohibited substances on site. (Rule 1.4.2)	X			
All exit doors have a releasing device (i.e. knob, handle, panic bar) that can be a single action release. (Rule 1.11.7 (6))	X			
During all hours of operation, including arrival and departure of children, a child care facility employee shall be present to whom administrative and supervisory responsibilities have been assigned. This child care facility employee shall meet the minimum qualifications of a director or director designee. (Rule 1.8.1 (3))	X			
All staff members have a valid Letter of Suitability on file. (Rule 1.5.2 Page 21)	X			
At least one staff member with valid CPR/First Aid certification is onsite. (Rule 1.8.1 Page 38)	X			
All staff members have mandatory 15 contact hours on file (no more than five hours of in-house training may be provided by the child care facility. Acceptable topics for training may include: (a) health and safety, (b) child growth and development, (c) nutrition, (d) planning learning activities, (e) discipline, (f) linkages with community services, (g) communications with families, (h) detection of child abuse, (i) advocacy for early childhood programs, (j) professional issues. (Rule 1.5.8 Page 25)	X			
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)	X			
All personnel records are present and up-to-date (employment application may be acceptable). (Rule 1.6.4 Page 30)	X			
All volunteer records are present and up-to-date. (Rule 1.6.5 Page 31)				X
Reasonable accommodations are made for children that have special needs including (1) accommodations for special devices and (2) separate, private area for diapering, dressing, and other personal care procedures. (Rule 1.20.1 Page 87)				X

Requirement Summary	Requirement Compliance Finding			
An individual activity plan is in place for any children that have special needs that is developed by a person with a bachelors or advanced degree in a discipline related to disabilities, as appropriate. Plan is reviewed at least once every 12 months. (Rule 1.20.2 Page 87)				X
Caregivers serving children with special needs receive staff development related to the specific needs of the children served. (Rule 1.20.3 Page 87)				X
Staff to child ratio is determined by the needs of child with special needs rather than chronological age as based on child's individualized plan (i.e., individual education plan, individual family service plan, etc.) (Rule 1.20.4 Page 87)				X
All drivers are appropriately licensed. (Rule 1.15.2 Page 75)				X
All vehicles have current licenses and registrations. (Rule 1.15.2 Page 75)				X
Insurance adequately covers transportation of children. (Rule 1.15.2 Page 75)				X
Transportation policy which ensures the (1) proper loading and unloading of children is present, (2) proper occupant restraint in vehicles is present, (3) proper staff-to-child ratios are maintained at all times during transportation is present. (Rule 1.15.2 Page 75)				X

Program Administration Violations Cited

No violations cited.

Kitchen Answers

Requirement Summary	Requirement Compliance Finding			
	Met	Not Met	COS	N/A
All toxic substances are properly identified, stored, and used only for their intended purpose. (FC 7-101.11, 7-102.11, 7-201.11, 7-202.12, 7-203.11, 7-204.11, 7-204.12, 7-204.13, 7-204.14, 7-205.11, 7-206.11, 7-206.12, 7-206.13, 7-207.11, 7-207.12, 7-208.11, 7-209.11)	X			
Employee hands are clean and properly washed. (FC 2-301.11, 2-301.12, 2-301.14, 2-301.15, & 2-301.16)	X			
There is no bare hand contact with ready to eat (RTE) food. (FC 3-301.11)	X			

Requirement Summary	Requirement Compliance Finding			
Gloves are used properly at all times. (FC 3-304.15)	X			
Adequate hand washing facilities are supplied and accessible (e.g., hot and cold running water, soap, paper towels or single use hand towels). (FC 5-203.11, 5-204.11, 5-205.11, 6-301.11, 6-301.12, 6-301.13, 6-301.14 & 6-501.18)	X			
Food is obtained from an approved source (i.e., no food that is grown or prepared in a private home is allowed). (FC 3-201.11, 3-201.12, 3-201.13, 3-201.14, 3-201.17, 3-202.13, 3-202.14, 3-202.110 & 5-101.13)	X			
Food received from approved source is received at proper temperature. (FC 3-202.11)	X			
Food received from approved source is properly sealed and properly stored once opened from its original package (i.e., labeled and dated). (FC 3-101.11 & 3-202.15)	X			
Proper cooking times and temperatures are always adhered to. (FC 3-401.11 & 3-801.11)				X
Proper hot holding temperature (135°F or higher). (FC 3-501.16)				X
Proper cold holding temperature (41°F or lower). (FC 3-501.16)	X			
Any potentially hazardous food when repackaged is properly labeled and dated. (FC 3-501.17)	X			
No employee is present who exhibits symptoms such as, but not limited to: (1) diarrhea, (2) vomiting, (3) jaundice, (4) sore throat with fever, or (5) any infected wound or lesion that is open and draining. (FC 2-201.11, 2-201.12, & 2-201.13)	X			
No discharge from eyes, nose, or mouth is evident by employees in kitchen. (FC 2-401.12)	X			
Proper eating, tasting, and drinking practices are used at all times. Tobacco use is prohibited. (FC 2-401.11 & 3-301.12)	X			
Pasteurized foods used, prohibited foods are not offered. (FC 3-801.11)	X			
Waters and ice are provided from an approved source. (Rule 1.11.6 Page 57)	X			
Insects, rodents, and animals are not present in kitchen area. (Rule 1.11.14 Page 62)	X			
Hot and cold water are available, adequate pressure. (Rule 1.11.5 Page 56)	X			
Sewage and waste water is properly disposed. (Rule 1.11.6 Page 57)	X			

Requirement Summary	Requirement Compliance Finding			
Plumbing is properly installed including proper backflow devices. (Rule 1.11.5 Page 56)	X			
Permit from last inspection is posted in a conspicuous place. (Rule 1.4.6 Page 18)	X			
Children are barred access to kitchen. School age children may be allowed in kitchen but not during times when food is being cooked. (Rule 1.11.4 Page 55)	X			
Food is separated and protected from potential contaminants (e.g., chemicals, raw meat and eggs are not stored above other food items; food containers are properly covered and/or sealed). (FC 3-302.11, 3-304.11 and 3-306.13(A))	X			
Food contact surfaces are clean and sanitized properly. (FC 4-501.111, 4-501.112, 4-501.113, 4-501-114, 4-501.115, 4-601.11 (A), 4-602.11, 4-602.12, 4-702.11 & 4-703.11)	X			
No leftovers are served to children (leftovers must be labeled for staff consumption only). (FC 3-306.14 & 3-801-11)	X			
A Certified Food Manager or designated person in charge is present who can demonstrate knowledge and perform duties. (FC 2-101.11, 2-102.11, & 2-103.1)	X			

Kitchen Violations Cited

No violations cited.

Nutritional Guidelines Answers

Requirement Summary	Requirement Compliance Finding			
	Met	Not Met	COS	N/A
Age appropriate utensils, plates, bowls, cups, and dining area provided.	X			
Children are not required to wait longer than fifteen minutes at the table for food to be served.	X			
Mealtime used for socialization, and considered to be a relaxed, happy time for the children.	X			
Media (e.g., televisions, videos, or DVD) is not viewed during meal and snack times).	X			
Caregiver is present and sitting/joining the children while they are eating. (Staff members encourage social interaction,	X			

Requirement Summary	Requirement Compliance Finding			
conversation, and use the mealtime for education purposes and as a safety measure to help prevent choking)				
Additional servings are available and/or provided for a child who requests more food at a meal or snack. (It is at the discretion of the facility and knowledge of the child's eating pattern to allow seconds on food items).	X			
Extra assistance and time is provided for slow eaters.	X			
Caregivers do not eat foods outside of the foods served in the facility in front of the children.	X			
Foods are prepared in a form that is easy for children to handle (e.g., bite size pieces and finger foods are suitable; bones shall be removed from any food served).	X			
Raw vegetables and foods that may cause choking in young children are not served to children less than two years of age.	X			
Children ages one to two are served whole cow's milk.	X			
Children older than two years of age are served fat free/skim milk.	X			
Only 100-percent strength juice is served and only served once a day.	X			
Water is available at all meals and snacks.	X			
Milk is served at breakfast, lunch, and dinner.	X			
All meals/snacks are served by placing each meal/snack in front of each child.	X			
The correct number of components is present at the meal and/or snack.	X			
No hot dogs, corndogs, bologna, bacon, sausage, pancake sticks, small chicken nuggets, fish sticks, and steak fingers observed at the facility are served at any time.	X			
Pre-fried items (e.g., French fries, tator tots, hash browns, chicken strips, etc.) are limited to being served once a week.	X			
An approved menu posted in the food preparation area.	X			
Are there any substitutions shown on menus? (These shall be of comparable food value and shall be recorded on the menu and dated)				X
Are there a minimum of 2.5 hours and a maximum of 4 hours in between meals and snacks?	X			
Child care facilities that are open 24 hours are required to serve three meals and three snacks. Nine hours or less: Two snacks and one meal OR One snack and two meals are served. Over	X			

Requirement Summary	Requirement Compliance Finding			
nine hours: Two snacks and two meals OR Three snacks and one meal are served.				
Meals and/or snacks are served at the regularly scheduled time.	X			
The same meal is not served more than once in a 24 hour period.	X			
Do you have a child that requires a special diet? If yes:				X
Is there a medical prescription from the child's physician stating that the special diet is medically necessary?				X
Information required for dietary modifications shall include: Child's full name and date of instructions, updated annually; Any dietary restrictions based on the special needs; Any special feeding or eating utensils; Any foods to be omitted from the diet and any foods to be substituted; Limitations of life activities; Any other pertinent special needs information; What, if anything, needs to be done if the child is exposed to restricted foods?				X

Nutritional Guidelines Violations Cited

No violations cited.

Playground Answers

Requirement Summary	Requirement Compliance Finding			
	Met	Not Met	COS	N/A
Playground fence is less than 3 ½ inches from ground surface, in good repair with no gaps and secure gate latch. (Rule 1.11.9(8) Page 60)	X			
Playground has at least two exits with one remote from buildings. (Rule 1.11.9(5) Page 60)	X			
The outdoor playground is free of hazards and not less than 30 feet (measured horizontally parallel to the ground) from electrical transformers, high voltage cabling/wires, 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. (Rule 1.11.9(5) Page 59)	X			
All bolts on equipment and fences are no more than two threads beyond the nut. (Rule 1.11.9 Page 59)	X			
All bolts and fencing twists and wires are facing away from the playground area. (Rule 1.11.9 Page 59)	X			

Requirement Summary	Requirement Compliance Finding			
Playground area is clean and free of hazards. (Rule 1.11.11 Page 61)	X			
Adequate shade is present on playground area. (Rule 1.11.9(7) Page 60)	X			
Equipment on playground area is age appropriate for children using equipment. (Rule 1.10.2 Page 46)				X
All toys and equipment is in good repair (i.e., not broken or deteriorating). (Rule 1.10.2(2) Page 46)				X
Concrete footings are at least six inches below ground surface. (Rule 1.10.2(2) Page 46)	X			
Appropriate surfacing material is present and meets minimum required compressed loose-fill surfacing depths (e.g., 6 inches for shredded/recycled rubber; 9 inches for sand, pea gravel, wood mulch (non-CCA), and woodchips). (Appendix D 2.4 & 2.5 Page 8-10)				X
Sidewalks provide a smooth walking surface (i.e., no trip hazards). (CPSC 3.6 Page 15)				X
All use zones are adequate. (CPSC 5.3.9 Page 40)				X
If slide is present, the exit height/exit zone adequate. (CPSC 5.3.6 Page 32)				X
If swings are present, S hooks are in good repair and closed (i.e., no gap greater than 0.04 inches or thickness of a dime). (CPSC 3.2 Page 14)				X
Wood surfaces are smooth and properly treated (documentation is provided of wood treatment). (CPSC 2.5.5 Page 12)				X
No standing water is present on playground or in/on playground equipment or walkways. (CPSC 2.4.2.2(5) Page 10)	X			
Tree limbs and other suspended hazards at least seven feet above play surfaces. Fence is free of brush and overgrowth. (CPSC 3.5 Page 16)	X			
If springs rockers are present, a minimum of six feet between each rocker is present. (CPSC 5.3.7 Page 37)				X

Playground Violations Cited

No violations cited.

Rooms Answers

Preschool Classroom Answers

Classroom Name	Classroom Number
Three And Four Year Class	1
Room Capacity	Age
-	Preschool
Number of Staff	Number of Children
1	10

Requirement Summary	Requirement Compliance Finding			
	Met	Not Met	COS	N/A
Practices are in place to ensure proper child hygiene at all times (e.g., wet or soiled clothing changed immediately, access to shower, tub, or sponge bath when necessary, individual toilet articles such as combs, brushes, toothbrushes, towels, and washcloths are provided by parent or facility and marked plainly, as well as stored in a sanitary manner to promote drying). (Rule 1.12.3 Page 64)	X			
Child's hands are washed: (a) before and after eating, (b) after using the toilet or diaper change, (c) after playing on playground, (d) after handling pets, pet cages, or other pet objects, (e) whenever hands are visibly dirty, (f) before going home. (Rule 1.12.3 & 1.18.1 Page 64)	X			
Toys and equipment are properly sanitized at least daily, or more frequently as necessary. (Rule 1.12.4 Page 64)	X			
Daily schedule is posted in classroom. (Rule 1.4.6(b) Page 18)	X			
Evacuation route is posted in classroom. (Rule 1.4.6(d) Page 18)	X			
A rest period is scheduled for a minimum of one hour but does not exceed two and one-half (2 ½) hours. (Rule 1.9.4 Page 41)	X			
Appropriate individual rest equipment is provided and must be: clean, covered with waterproof cover, and sanitized immediately if soiled or at least weekly after child's use. Rest equipment must be spaced a minimum of 24 inches. A minimum of 36 inches is recommended. (Rule 1.10.9 Page 48)	X			
Materials are age-appropriate to meet developmental needs (e.g., active play equipment for climbing and balancing, unit blocks and accessories, puzzles and manipulative toys, picture books, records, musical instruments, finger and tempera paints, clay, play dough, crayons, dramatic play materials such as dolls, dress up clothes, and props, child sized furniture, and puppets, sand and water toys, and children's original work is displayed). Books are on shelves and tables for children to look at and are	X			

Requirement Summary	Requirement Compliance Finding			
age appropriate. Projectile toys are prohibited. (Rule 1.10.1 Page 45-46)				
Water play tables are cleaned and sanitized daily. (Rule 1.10.10 Page 49)				X
Outdoor activity is scheduled for a minimum of two hours per day, weather permitting. Children who attend for seven hours a day or less have at a minimum of 30 minutes of outdoor activity, weather permitting. (Rule 1.9.5 Page 42)	X			
Tricycles and other riding toys are spokeless, steerable, and size appropriate to child and have low centers of gravity. All such toys are in good condition (e.g., free from sharp edges or protrusions). (Rule 1.10.10 Page 49)				X
Television viewing, including video tapes and/or other electronic media, cell phone, or other digital media, (e.g., computer, iPad®, iTouch®, etc.) is limited to one hour per day, and is of educational content. (Rule 1.9.6 (5) Page 42)	X			
Chairs and tables are size and age appropriate. Adequate number of chairs and tables are present to accommodate children present at facility. (Rule 1.10.4 Page 47)	X			
Unused electrical outlets are covered by safety plug covers. (Rule 1.11.1 Page 52)	X			
Extension cords are not accessible to children. (Rule 1.11.1 Page 53)	X			
Unused electrical outlets are covered by safety plug covers. (Rule 1.11.1 Page 52)	X			
Extension cords are not accessible to children. (Rule 1.11.1 Page 53)	X			
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)	X			
Ceiling, Floor, and/or floor covering is properly installed, kept clean, in good condition, and in good repair. (Rule 1.11.1(8) Page 51)	X			
Room is well lighted, ventilated, and free of hazardous or potentially hazardous conditions. (Rule 1.11.1(9) Page 51)	X			
Glass doors, windows, and mirrors, etc. have a protective barrier at least four feet high when measured from floor. (Safety grade glass or polymer (e.g., Lexan) is not required to have a protective barrier. (Rule 1.11.1(11) Page 51)	X			
Walls are kept clean and free of torn wall covering, chipped paint, broken plaster, and holes. (Rule 1.11.1(12) Page 52)	X			

Requirement Summary	Requirement Compliance Finding			
Ceiling lighting is shielded completely and encased in shatterproof materials. (Rule 1.11.1(13) Page 52)	X			
Doorways and exits are free of debris and equipment to allow unobstructed traffic to and from room. (Rule 1.11.3 Page 55)	X			
Thermometers that are not hazardous to children are placed on interior walls at children's height. (Rule 1.11.8(9) Page 58)	X			
Proper staff to child ratio maintained. (Rule 1.8.1 Page 37)	X			
Proper room capacity maintained. (Rule 1.11.2 Page 53)	X			
Infants and toddlers classroom is provided in a separate space from older children. (Rule 1.11.1 Page 51)	X			
Preschool children are not mixed with school age children in any single area during normal classroom, playground or water activities. (Rule 1.8.2 (3))	X			

Preschool Classroom Violations Cited

Three And Four Year Class - Classroom Number: 1

No violations cited.

Preschool Classroom - Classroom Number: 1

General Notes

Mid-year Inspection

Legend

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

Child Care Director Signature

Barbara
Smith
Estes

MSDH Licensure Representative Signature

Julie
Estes