South Carolina Department of Social Services
Office of Child Care Licensing
INSPECTION VISIT FORM FOR FAMILY CHILD CARE HOMES

Date of Inspection: 10-27-26
Time of Inspection: 2:57pm
Registered FCCH ☑ **Licensed FCCH** ☐
Type of Inspection: ☑ **Annual** ☐ **Complaint**
☐ **Follow Up Original Inspection date** _/_/___
Reason for Follow up:
☐ **Pending deficiencies**
☐ **Self-reported incident**

Operator Name: Melissa Ham
Permit #: 26525
Address: 1505 Hilton St. CAMDEN, SC 29020
Telephone #: 803-729-5435 Any changes in contact info (Phone/Email/Fax)? ☐ Yes ☑ No
Change in location? ☐ Yes ☑ No 114-531F(8)
Maximum number of children: 6
Number of infants: 0
Items posted in public view: ☑ Permit 114-531F(5) ☑ Menu Suggested Standards IIID(1)(c)
ABC Quality: No **Does the operator transport** ☐ Yes ☑ No **Overnight Care** ☐ Yes ☑ No
Hours of Operation: M- 7:30AM- 5:30PM T- 7:30AM- 5:30PM W- 7:30AM- 5:30PM Th- 7:30AM- 5:30PM F- 7:30AM- 5:30PM

114-532 MANAGEMENT, ADMINISTRATION & STAFFING

	C	N	N/A
At least 1 person with CPR & 1st Aid on the premises **A(5)** ***Required for Licensed FCCH**	☐	☐	☑
Reporting Child Abuse & Neglect B(1-2)	☑	☐	☐
Reporting of Incidents **C(1)(a-i)**	☑	☐	☐
Parent Access and Communication **D(1-5)**	☑	☐	☐
Liability Insurance verified or statement on file signed by parent **D (6)(a-c)**	☑	☐	☐
Administering Medication, stored properly, and labeled. Signed and dated parental consent. **E(2)**	☐	☐	☑
Immunization(s) present in child's record **F(3)(b)**	☑	☐	☐
Staff/Household members files are in compliance **G(1)(a-h)**	☑	☐	☐
Training hours up-to-date **H(1-2)**	☑	☐	☐
Any serious injuries requiring medical attention? **C(1)d**	☐Yes ☑No		
Any fatalities? **C(1)a**	☐Yes ☑No		

114-533 SUPERVISION

	C	N	N/A
Adequate supervision throughout facility **A(1-5)**	☑	☐	☐
Adequate Naptime Supervision **B(1-5)**	☐	☐	☑
Number of children in home at time of visit 4 # ____ **C(1)**	☑	☐	☐
4 or more in attendance younger than 12 months (additional caregiver required) **C(2)**	☐	☐	☑
Attendance daily on file **D(1)**	☑	☐	☐
Daily Schedule **E(1-3)**	☑	☐	☐
Overnight care **F(1)**	☐	☐	☑
Discipline **G(1-9)**	☑	☐	☐

114-534 HEALTH, SANITATION & SAFETY

	C	N	N/A
No smoking/consumption of alcoholic beverages or illegal substances **A2(a-d)**	☑	☐	☐
Staff Health: Proper handwashing practices were observed and no communicable diseases **B(2-3)**	☑	☐	☐
Clean and sanitary conditions maintained indoors and outdoors **C (1-4)**	☑	☐	☐
Disposable cups shall be stored to prevent contamination prior to use **D(3)**	☑	☐	☐
Temperature indoors and outdoors **E (1)&(2)**	☑	☐	☐
Soiled diapers in a plastic lined cover leak-proof container emptied and cleaned daily **H(3)**	☑	☐	☐
Diapering: hand washing for children **H(4)**	☑	☐	☐

	C	N	N/A
Emergency Preparedness Plan **F(1-3)**	☑	☐	☐
Emergency Medical Plan **G(1-2) (Policy23)** First aid supplies available. Other environmental allergies **(Policy 23) 63-13-840 (A)(1)**	☑	☐	☐
Toilet/Sink available **I(1)**	☑	☐	☐
Potty Chairs in bathroom only. Contents disposed in toilet; chairs adapters sanitized with bleach water after each use **I(2)**	☑	☐	☐
Soap/Disposable towels provided **I(3)**	☑	☐	☐
Toothbrush stored properly **I(4)**	☐	☐	☑

114-535 PHYSICAL SITE

	C	N	N/A
Ceiling, floors, windows, doors free from hazards **A(1)(a)**	☑	☐	☐
Ventilation and Lighting sufficient **A(1)(b)**	☑	☐	☐
Safe Space children (stairs protected) (crawl and explore) **A(1)(c) (d)**	☑	☐	☐
Electrical outlets are securely covered **A(1)(e)**	☑	☐	☐
Furniture, toys & equipment are clean and in good repair **A(2)(a-e) No play pens or Pack N Plays**	☑	☐	☐
Healthy pets/animals (Vaccination record up to date) **A(3)(a-c)**	☑	☐	☐
Non-infant sleeping and resting **B(1-3)**	☑	☐	☐
All potentially harmful items including cleaning supplies, flammable products, poisonous, toxic, hazardous and materials are labeled and stored in locked area out of children's reach. Bio-contaminants are disposed of properly **D(3) (4)**	☑	☐	☐

	C	N	N/A
Outdoor space free from hazards and litter **C(1)**	☑	☐	☐
Fence or barrier, identification of and protection from hazards, bodies of water, and vehicular traffic **C(2)**	☑	☐	☐
Swimming pool inaccessible **C(3)**	☐	☐	☑
Outdoor play equipment in good repair free from hazards **C(6)**	☑	☐	☐
Environmental Hazards	C	N	N/A
Safety Barriers around heating and cooling sources **D(1)**	☑	☐	☐
Knives, lighters, matches, tobacco products inaccessible **D(2)**	☑	☐	☐
Firearms/weapons and ammunition not stored in rooms with children **D(5)**	☑	☐	☐

114-536 FOOD

	C	N	N/A		C	N	N/A
Meals & snacks in compliance with USDA **A(1)(b)**	☐	☐	☑	Clean Wholesome unspoiled food **A(4)**	☑	☐	☐
Nutritious meals and snacks provided every 4 hours **A(1)**	☑	☐	☐	Milk or Substitution offered at least once a day **A(2)**	☑	☐	☐
Overnight dinner and evening snack provided **A(3)**	☐	☐	☑	Water accessible to children thru day **A(5)**	☑	☐	☐
Prevention and response to food allergies/dietary alternatives **(Policy 23) 63-13-840(A)(1)**	☑	☐	☐	Refrigerators have thermometers, temp under 40 degrees **B(1)**	☑	☐	☐
Proper handwashing practices were observed and no communicable diseases **C(1)(a-b)**	☑	☐	☐	Round firm foods not offered to children under 4 years (ex: grapes and hot dogs must be cut properly) **C(2)(a)**	☑	☐	☐
Cleaning and storage of food equipment **D(1)**	☑	☐	☐				

114-537 INFANT CARE

	C	N	N/A
Infants are placed on backs to sleep A(1) in an approved crib **A(6)**	☑	☐	☐
Cribs meet federal standards (reviewed certificate) **A(2)**	☑	☐	☐
Individual sanitary cribs shall be provided **A(3)**	☑	☐	☐
Cribs cleaned and placed properly **A(4)&(5)**	☑	☐	☐
Infant sleep (prevention of sudden infant death syndrome and use of safe sleeping practices) (Visual check every 15 min) **A(7);Policy 4C;63-13-840(A)1**	☐	☐	☑
No other items/materials in the crib **A(8)**	☑	☐	☐
Crib mobiles not allowed for infants who can sit **A(9)**	☑	☐	☐
No bottles propped or given in cribs or mats **B(1)**	☑	☐	☐
No bottles while sleeping **B(2)**	☐	☐	☑
Crockpots, bottle warmers are inaccessible to children no microwaving of beverages / tested before serving **B3(a)&(b)**	☑	☐	☐
Bottles and baby food shall be labeled and dated **B(4)**	☑	☐	☐
Feeding chairs are cleaned, sanitized, and maintained in good repair **C(1)**	☑	☐	☐
Constantly supervised in feeding chairs and not remain for long periods of time **C(2)&(3)**	☐	☐	☑
Prevention of shaken baby syndrome, abusive head trauma, and child maltreatment policy adhered to **Policy 4C; 63-13-840(A)1**	☑	☐	☐

Precautions In Transporting Children 114-532; FCCH Policy

	C	N	N/A
Written consent from parents prior to transportation. **F(3)(d)**	☐	☐	☑
A plan if the child(ren) are to be picked up and dropped off from home. The plan should include times, who will be there with the child(ren) when picked up and who can receive the child(ren) at drop-off. Include the procedure as to what will happen if no one is there to receive the child or the person there is not recognized by the provider. **Policy 24; 63-13-840(A)1**	☐	☐	☑

Smoke Detectors ☑ Yes ☐ No
Fire Extinguishers? ☑ Yes ☐ No If not, TA provided ☐ Yes ☐ No

Suggested Standards are mandated requirements for Family Child Care Home operators who elect to be licensed*

Supervision: Care provided to an individual child or group of children. Adequate supervision requires awareness of and responsibility for the ongoing activity of each child, knowledge of activity requirements and children's needs and accountability for their care. Adequate supervision also requires the operator and/or staff being near and having ready access to children in order to intervene when needed.

C-Compliant with Regulations **N**- Noncompliant with Regulations **N/A**- Not Applicable

Violations noted at time of visit ☐ **Yes** ☑ **No**
Any violations corrected on site ☐ **Yes** ☑ **No**
DSS Form 2910 needed ☐ **Yes** ☑ **No**

Signature of Operator/Designee: _____ Date: 10/27-26 Refused to sign ☐
Signature of Child Care Licensing Specialist: _____ Date: 10-27-2026