



**Division of Child Care & Early Childhood Education**  
P.O. Box 1437, Slot S140, Little Rock, AR 72203-1437  
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# 521 Visit Compliance Report

**Licensee:** Elizabeth Mitchell Centers

**Facility Number:** 157

**Licensee Address:** 6501 W 12TH ST  
LITTLE ROCK AR 72204-1511

**Licensing Specialist:** Chelsea Vardell

**Person In Charge:**

**Record Visit Date:** 5/9/2024

**Home Visit Date:** 5/9/2024

**Purpose of Visit:** Special Visit

**Regulations Out of Compliance:**

**Regulations Needing Technical Assistance:**

**Regulation Not Applicable:**

**Regulations Not Correctable:**

**Narrative:**

Program Manager and Program Coordinator met with the facility staff to include Rachel Howard, Paul Hofstad, and Barbra McCrory. During the meeting, licensing discussed recent complaints and citations regarding staff/child ratio.

The facility staff recognized that they were struggling to maintain staff and experiencing a high level of call in's particularly on the 3pm-11pm shift. In response, the facility has already implemented a 60-day plan that is set to end on 6/2/2024. The internal plan for the agency was to implement a bonus/overtime plan for staff, implementing a new hire bonus, Rachel Howard is also now assisting with some of the hiring duties, two recreational staff now work over to assist with the 3pm-11pm staff to provide activities for the children, The facility anticipates being fully staffed by the end of 5/2024. The facility reports they have had no issues with staff/child ratio on the units since mid April.

Licensing explained that we will continue to work with the agency and monitor their progress with hiring and maintaining staff to ensure staff/child ratio is kept on all shifts.

**Provider Comments:**

CCL Staff Signature : *Chelsea Vardell*

Date: 5/13/2024

Provider Signature : *Paul Hofstad*

Date: 5/13/2024