



**Bright from the Start Georgia Department of Early Care and Learning**  
**2 Martin Luther King Jr. Drive SE, 670 East Tower**  
**Atlanta, GA 30334**  
 Phone: (404) 657-5562 WWW.DECAL.GA.GOV

**Date:** 1/10/2018    **VisitType:** Monitoring Visit    **Arrival:** 12:50 PM    **Departure:** 4:25 PM

**CCLC-32937**

**Discovery Point #42**

80 Charleston Place Covington, GA 30016 Newton County  
 (678) 712-6550 dp\_42@rocketmail.com

**Regional Consultant**

Jacquelyn Sims  
 Phone: (770) 357-7072  
 Fax: (770) 357-7071  
 jacquelyn.sims@decal.ga.gov

**Mailing Address**  
 Same

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - A summary measure of a program's 12 month monitoring history, as it pertains to child care health and safety rules. The three compliance zones are good standing, support, and deficient.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
01/10/2018	Monitoring Visit	Good Standing	
09/14/2017	Complaint Closure	Good Standing	
09/06/2017	Complaint Investigation & Licensing Study	Good Standing	

**Ratios/License Capacity**

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Main	A 1/L Infants	Infants and One Year Olds	1	4	C	21	C	NA	NA	Free Play,Nap,Diapering
Main	B 2/L 1 Yr		0	0	C	16	C	NA	NA	Not In Use
Main	C/ 3/L		0	0	C	20	C	NA	NA	Not In Use
Main	D Cafe/ Middle		0	0	C	39	C	55	C	Not In Use
Main	E 1R Preschool	Two Year Olds	1	7	C	22	C	NA	NA	Nap
Main	F 2rd Rt	Three Year Olds and Four Year Olds	1	12	C	24	C	NA	NA	Nap
Main	G 3R Preschool	Four Year Olds and PreK	1	13	C	24	C	34	C	Nap
Main	H 4R	PreK	1	15	C	27	C	37	C	Nap
Main	I 5R School Age		0	0	C	37	C	51	C	Not In Use
		Total Capacity @35 sq. ft.: 230			Total Capacity @25 sq. ft.: 280					
Total # Children this Date: 51		Total Capacity @35 sq. ft.: 230			Total Capacity @25 sq. ft.: 280					

Building	Playground	Playground Occupancy	Playground Compliance
Main	A Infant/ toddler	13	C
Main	B School Age	85	C
Main	C Preschoool	87	C

**Comments**

The purpose of this visit was to conduct a monitoring visit and to follow up on previous rule violations.

Plan of Improvement: No Plan Developed

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



**Reminder:** All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit [www.decalkoala.com](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.

O.C.G.A. Section 42.1.12(i)(2) requires Bright from the Start: Georgia Department of Early Care and Learning to notify licensed child care programs on accessing and retrieving from the Georgia Bureau of Investigation's (GBI) website a list of the names and addresses of all registered sexual offenders. Please see GBI's website located at <http://gbi.georgia.gov> to access the Georgia Sex Offender Registry.

#### Refutation Process:

You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), e-mail the following information to [CCSRefutations@decga.gov](mailto:CCSRefutations@decga.gov).

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://decga.gov/ChildCareServices/RefutationInformation.aspx>

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.

Bright from the Start recommends that all licensed child care providers carry liability insurance coverage sufficient to protect its clients. If you do not have this liability insurance, you are required to post a notice with ½ inch letters in a conspicuous location in the program, notify the parent or guardian of each child in care in writing, obtain their signature to acknowledge receipt and maintain this written acknowledgment on file at the program at all times while the child attends the program and for 12 months after the child's last date of attendance. (O.C.G.A. Section 20-1A-4)



#### Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.decga.gov/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@decga.gov](mailto:qualityrated@decga.gov)

Sherrie Johnson, Program Official

Date

Jacquelyn Sims, Consultant

Date



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### Findings Report

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**Arrival:** 12:50 PM

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

**591-1-1-.12 Equipment & Toys(CR)**

**Met**

**Correction Deadline:** 9/13/2017

**Corrected on 1/10/2018**

.12(2) - Correction of previous citation in that the consultant observed equipment and furniture to be free of hazardous conditions.

**591-1-1-.35 Swimming Pools & Water-related Activities(CR)**

**Met**

**Comment**

Center does not provide swimming activities.

### Facility

**591-1-1-.19 License Capacity(CR)**

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

**591-1-1-.25 Physical Plant - Safe Environment(CR)**

**Not Met**

**Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on an observation, that two staplers and a tape dispenser were accessible to children in the 3R classroom, which housed Pre-k children. When brought to their attention by the consultant, center staff stored the items in that they were inaccessible to the children.

**POI (Plan of Improvement)**

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

**Correction Deadline:** 1/10/2018

**Recited on 1/10/2018**

**Correction Deadline:** 9/6/2017

Corrected on 1/10/2018

.25(3) - Correction of previous citation in that the consultant observed the exhaust fans to be clean and free of debris.

591-1-1-.26 Playgrounds(CR)

Met

Correction Deadline: 9/6/2017

Corrected on 1/10/2018

.26(9) - Correction of previous citation in that consultant observed the playground to be clean and free from litter and hazards.

## Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)

Met

### Comment

Proper diapering procedures observed.

591-1-1-.17 Hygiene(CR)

Met

### Comment

Staff were observed to remind children to wash hands.

591-1-1-.20 Medications(CR)

Met

### Comment

Documentation for medication dispensing observed complete.

## Safety

591-1-1-.11 Discipline(CR)

Met

### Comment

Staff were observed to maintain a positive learning environment on this date.

591-1-1-.36 Transportation(CR)

Not Met

### Comment

Consultant observed transportation on this date and checks of the vehicle were observed to be conducted correctly.

### Finding

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on a review of records, that one of three center staff responsible for or participate in transportation lacked current transportation training.

### POI (Plan of Improvement)

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

Correction Deadline: 1/12/2018

Recited on 1/10/2018

## Sleeping & Resting Equipment

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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****Comment**

Pleasant naptime environment observed.

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**Staff Records**

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**Records Reviewed: 14****Records with Missing/Incomplete Components: 4**

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Staff # 4

Not Met

Date of Hire: 07/24/2017

"Missing/Incomplete Components"

.33(3)-Health &amp; Safety Certificate

Staff # 7

Not Met

Date of Hire: 01/10/2018

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8

Not Met

Date of Hire: 09/15/2016

"Missing/Incomplete Components"

.33(3)-Health &amp; Safety Certificate

Staff # 14

Not Met

Date of Hire: 05/08/2017

"Missing/Incomplete Components"

.33(3)-Health &amp; Safety Certificate

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**591-1-1-.09 Criminal Records Check(CR)****Not Met****Finding**

591-1-1-.09(1)(a) requires the Center to ensure that every Director, Employee and Provisional Employee of the Child Care Learning Center has a satisfactory records check determination before the individual is present at the Center or before the individual resides in a Center. It was determined based on a review of records, that an employee with a hire date of November 8, 2017 lacked a satisfactory criminal records check determination. Consultant left a one day letter with the facility.

**POI (Plan of Improvement)**

The Center will obtain the Required Satisfactory Records Check Determination before an individual is present at the Center while any child is present for care or before residing in a Center.

**Correction Deadline: 1/10/2018**

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**591-1-1-.33 Staff Training****Not Met****Finding**

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on a review of records, that three of thirteen staff lacked documentation of health and safety orientation training.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

**Correction Deadline: 1/15/2018**

**Recited on 1/10/2018**

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**591-1-1-.31 Staff(CR)**

**Met**

**Comment**

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Met**

**Correction Deadline: 9/6/2017**

**Corrected on 1/10/2018**

**.32(1) - Correction of previous citation in that the consultant observed proper ratios during the visit.**

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**591-1-1-.32 Supervision(CR)**

**Met**

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.