



**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:** 1/11/2017    **VisitType:** Complaint Investigation & Monitoring Visit    **Arrival:** 10:25 AM    **Departure:** 2:00 PM

**CCLC-957**

**Easter Seals Child Development Center-Sylvan**

1757 Melrose Drive Atlanta, GA 30310 Fulton County  
 (404) 758-7774 lbarber@esng.org

**Regional Consultant**

Lajuana Williams  
 Phone: (770) 357-7074  
 Fax: (770) 357-7073  
 lajuana.williams@decal.ga.gov

**Mailing Address**  
 Same

<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.
01/11/2017	Complaint Closure	Good Standing	
01/11/2017	Complaint Investigation & Monitoring Visit	Good Standing	
10/21/2016	Complaint Closure	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-Downstairs- Bk left	Two Year Olds and Three Year Olds	2	5	C	19	C	NA	NA	Story
Main	Down C- 3rdL-	One Year Olds and Two Year Olds	3	8	C	18	C	NA	NA	Floor Play
Main	Down-B- 2L	Infants and One Year Olds	2	6	C	19	C	NA	NA	Nap,Floor Play
Main	F- Upstairs- 3R	Three Year Olds	2	14	C	20	C	NA	NA	Outside
Main	G- Upstairs- 4R	Three Year Olds and Four Year Olds and Five Year Olds	4	16	C	24	C	NA	NA	Lunch,Transitioning
Main	I- Sensory	Three Year Olds and Four Year Olds and Five Year Olds	2	18	C	18	C	NA	NA	Lunch
Main	J	Four Year Olds and Five Year Olds	2	20	C	19	NC	NA	NA	Centers
Main	K - school age	Four Year Olds and Five Year Olds	2	19	C	19	C	NA	NA	TV
Main	L - pre-k	PreK	2	18	C	20	C	NA	NA	Centers
Main	M -Downstairs	Two Year Olds	2	66	C	20	NC	NA	NA	Centers
Main	N - Downstairs	Three Year Olds and Four Year Olds	2	17	C	18	C	NA	NA	Music
Main	Upstairs- D- FR	Three Year Olds	2	16	C	20	C	NA	NA	Centers
Main	Upstairs -E- 2R	Three Year Olds and Four Year Olds	2	16	C	20	C	NA	NA	Story
Main	Upstairs -H -5R	Three Year Olds and Four Year Olds	3	12	C	18	C	NA	NA	Lunch

Total Capacity @35 sq. ft.: 272

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 251      Total Capacity @35 sq. ft.: 272

Total Capacity @25 sq.  
ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
----------	------------	-------------------------	--------------------------

Comments

Plan of Improvement: Developed This Date 01/11/2017

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.



**Sign up Today!**

[www.qualityrated.decga.gov](http://www.qualityrated.decga.gov)

Any Licensed Program Eligible to Participate

**Free** Approved Training

**Free** Technical Assistance

Eligible for \$1,000 Materials Mini Grant

1, 2, 3 Star Rated Programs Receive Bonus Packages

Great Marketing Tool

Raises the Bar in Child Care

For More Information:

Email: [QualityRated@decga.gov](mailto:QualityRated@decga.gov) or Call: 855-800-7747

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)

---

Lena Barber, Program Official

Date

---

Lajuana Williams, Consultant

Date



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

### Findings Report

**Date:** 1/11/2017 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 10:25 AM **Departure:** 2:00 PM

**CCLC-957**

**Easter Seals Child Development Center-Sylvan**

1757 Melrose Drive Atlanta, GA 30310 Fulton County  
(404) 758-7774 lbarber@esng.org

**Regional Consultant**

Lajuana Williams

Phone: (770) 357-7074

Fax: (770) 357-7073

lajuana.williams@decal.ga.gov

**Mailing Address**  
Same

The following information is associated with a Monitoring Visit:

#### Activities and Equipment

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

**Met**

**Comment**

No Swimming Activities Provided

#### Facility

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

**Not Met**

**Finding**

591-1-1-.25(3) requires that the Center and surrounding premises be clean, free of debris and in good repair. It was determined that the following areas/items were found to be noncompliant in room F: peeling paint observed surrounding one of the sinks in the restroom.

**POI (Plan of Improvement)**

To ensure the cleanliness, sanitation and safety of the environment, the center will repair the area.

**Correction Deadline: 1/11/2017**

**Recited on 1/11/2017**

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

**Met**

**Comment**

Observation-Clean/Good Repair

#### Health and Hygiene

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

**Met**

**Comment**

Diapering requirements discussed

---

**591-1-1-.17 Hygiene(CR)****Met****Comment**

Observed-Staff Remind Children Wash Hand

---

**591-1-1-.20 Medications(CR)****Met****Comment**

Discussed-Documentation/Procedures. Please ensure staff do not remove Epi-pen from the original container or ensure that a prescription label is affixed to the epipen.

---

**Safety**

---

---

**591-1-1-.11 Discipline(CR)****Met****Comment**

Observed-Positive Learning Environment

---

**591-1-1-.13 Field Trips(CR)****Met****Comment**

No Field Trips at This Time

---

**591-1-1-.36 Transportation(CR)****Met****Comment**

Observed-Complete Documentation

---

**Sleeping & Resting Equipment**

---

---

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

Observed-Pleasant Naptime Environment

---

**Staff Records**

---

---

**Records Reviewed: 53****Records with Missing/Incomplete Components: 21**

---

Staff # 1

Not Met

Date of Hire: 01/01/2017

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 2

Not Met

Date of Hire: 08/01/2008

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 6

Not Met

Date of Hire: 11/07/2011

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8

Not Met

Date of Hire: 08/02/2010

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 14

Not Met

Date of Hire: 08/19/1998

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 15

Not Met

Date of Hire: 11/17/1998

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 19

Not Met

Date of Hire: 09/11/2000

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 20

Not Met

Date of Hire: 10/23/1998

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 24

Not Met

Date of Hire: 10/26/2009

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 25

Not Met

Date of Hire: 01/04/2017

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 27

Not Met

Date of Hire: 11/01/2010

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 29

Not Met

Date of Hire: 08/01/2008

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 34

Not Met

Date of Hire: 07/25/2013

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 36

Not Met

Date of Hire: 07/27/2015

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 42

Not Met

Date of Hire: 08/01/2010

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 43

Not Met

Date of Hire: 08/13/2013

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 44

Not Met

Date of Hire: 08/01/2008

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 47

Not Met

Date of Hire: 08/04/2013

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 48

Not Met

Date of Hire: 07/31/2013

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 51

Not Met

Date of Hire: 07/25/2011

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 53

Not Met

Date of Hire: 02/18/2008

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

---

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

One staff hired since last visit

**Finding**

591-1-1-.09(1)(e) requires every Employee hired before January 1, 2014 have either a satisfactory Preliminary Records Check Determination or a satisfactory Fingerprint Records Check Determination on file and requires that Employees hired before January 1, 2014 that have only a satisfactory Preliminary Records Check Determination on file to obtain a Fingerprint Records Check Determination before January 1, 2017. It was determined based on observation of staff records that twenty staff hired prior to January 1, 2014 required evidence a satisfactory fingerprint records check determination by January 1, 2017. It was determined that the center did not such evidence on file.

**POI (Plan of Improvement)**

The Center will ensure that every employee hired before January 1, 2014 has a satisfactory preliminary determination or satisfactory fingerprint determination on file and will have a plan to ensure that these employees obtain a Fingerprint Records Check Determination before January 1, 2017.

**Correction Deadline: 1/11/2017****Finding**

591-1-1-.09(1)(h) requires that for a Provisional Employee to become a permanent Employee, the individual must have a satisfactory Fingerprint Records Check Determination. It was determined based on observation of staff records that one staff hired on December 12, 2016 with a local did obtain evidence of a satisfactory clearance letter within twenty one days of hire.

**POI (Plan of Improvement)**

The Center will ensure that Provisional Employees obtain a satisfactory Fingerprint Records Check Determination in order to become an Employee.

**Correction Deadline: 1/11/2017**

<b>Staffing and Supervision</b>
---------------------------------

---

**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Comment**

Observed-Appropriate Staff:Child Ratios

---

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

Observed-Adequate Supervision