



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: 1/29/2020 **VisitType:** Licensing Study **Arrival:** 9:50 AM **Departure:** 1:00 PM

CCLC-36417

Lil' Angels Daycare and Kindergarten

103 Cook Street Baxley, GA 31513 Appling County
 (912) 366-8811 kathycash_60@hotmail.com

Regional Consultant

Connie Boatright

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 Fax: (912) 544-9700
 connie.boatright@decals.ga.gov

Mailing Address
 Same

Quality Rated: ★

Compliance Zone Designation			Compliance Zone Designation - 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. Good Standing - Program is demonstrating an acceptable level of performance in meeting the rules. Support - Program performance is demonstrating a need for improvement in meeting rules. Deficient - Program is not demonstrating an acceptable level of performance in meeting the rules.
01/29/2020	Licensing Study	Good Standing	
07/24/2019	Monitoring Visit	Good Standing	
03/07/2019	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 - Right Front	Three Year Olds and Four Year Olds	2	11	C	12	C	16	C	Centers
Main	B - Right Back		0	0	C	11	C	16	C	Not In Use
Main	C - Left Front	Infants and One Year Olds	2	9	C	9	C	NA	NA	Floor Play, Free Play, Feeding
Main	D - Left Back	Two Year Olds	2	8	C	8	C	NA	NA	Centers, Story
Main	E - Lunchroom		0	0	C	9	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 49					Total Capacity @25 sq. ft.: 58					
Total # Children this Date: 28			Total Capacity @35 sq. ft.: 49			Total Capacity @25 sq. ft.: 58				

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

This Licensing Study is the second regulatory visit for Lil' Angels Daycare and Kindergarten this 2019 - 2020 fiscal year. The center director stated no medication is administered, no field trips or routine transportation is provided. The center director stated two new staff had been hired since the consultants last visit. The consultant reviewed all staff files and finds that each staff member had a satisfactory comprehensive fingerprint criminal records clearance determination on file. The center currently has a one star Quality Rating.

Note: The staff files was locked in a cabinet and the director did not have the key with her at the center. The consultant checked Koala Outback for a Satisfactory Comprehensive fingerprint criminal records clearance determination on all staff. The center director will fax / email all other required documents to the consultant by 4:30 PM on February 7, 2020.

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).



Please refer to the website, <http://www.decal.ga.gov/CCS/RulesAndRegulations.aspx>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

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@decal.ga.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://decal.ga.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).

Get started today! Sign up by completing a short online application: <https://qualityrated.decal.ga.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@decal.ga.gov

Katherine Cash, Program Official

Date

Connie Boatright, Consultant

Date



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Findings Report

Date: 1/29/2020 **VisitType:** Licensing Study **Arrival:** 9:50 AM **Departure:** 1:00 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Met

Comment

The consultant observed current lesson plans to be posted in all classrooms in use.

Correction Deadline: 1/29/2020

Comment

The consultant observed age appropriate activities through out the center.

Correction Deadline: 1/29/2020

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

Met

Comment

The consultant observed classroom toys and equipment to be clean and in good repair.

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

Met

Comment

Center does not provide swimming activities.

Children's Records

591-1-1-.08 Children's Records

Not Met

Comment

Parent agreements observed obtained/completed.

Comment

Parent authorizations obtained/completed.

Finding

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on observation that one of six child files reviewed did not have the allergy or disability section completed as required.

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 1/29/2020

Comment

The consultant observed twenty-eight children to be signed in and twenty-eight children to be present.

Correction Deadline: 1/29/2020

	Facility
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591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

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 observation that a toilet plunger was being stored in the bathroom located in the lunchroom and accessible 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: 1/29/2020

Finding

591-1-1-.25(8) requires protective caps on all unused electrical outlets within children's reach and requires that electrical outlets in use be made inaccessible to children. It was determined based on observation that one electrical outlet located under the window with the Winnie Poo curtain did not have a protective covering as required. Additionally, one electrical plug located under the window by the front yellow table in the lunchroom did not have a protective covering as required.

POI (Plan of Improvement)

The Center will train Staff to check outlets and replace protective caps when needed and identify and monitor how outlets in use are inaccessible to children.

Correction Deadline: 1/29/2020

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

Playground observed to be clean and in good repair.

Food Service

591-1-1-.15 Food Service & Nutrition**Not Met****Comment**

The consultant observed one infant to be held appropriately while feeding.

Correction Deadline: 1/29/2020**Comment**

The consultant observed infant formula to be in bottles, labeled and dated.

Correction Deadline: 1/29/2020**Finding**

591-1-1-.15(5) requires that the Center provide a menu listing all meals and snacks to be served during the current week except for School-age Centers where the food may be provided by the Parent(s) by agreement between the School-age Center and the Parent(s). Substitutions shall be recorded on the posted menu and menus shall be retained at the Center for six (6) months. It was determined based on observation that the menu posted was not current.

POI (Plan of Improvement)

The Center will list all of the current week's meals and snacks and all substitutions on the menu and keep past menus on file for six months and will implement a system to monitor this.

Correction Deadline: 1/29/2020

591-1-1-.18 Kitchen Operations**Met****Comment**

Kitchen appears clean and well organized.

Health and Hygiene

591-1-1-.07 Children's Health**Not Met****Finding**

591-1-1-.07(5) requires Center Staff to not permit children to wear around their necks or attach to their clothing pacifiers or other hazardous items. It was determined based on observation that a fourteen-month-old enrolled child was wearing an amber teething necklace around his neck.

POI (Plan of Improvement)

The Center will instruct Staff regarding this safety requirement.

Correction Deadline: 1/29/2020

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

Staff state proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center.

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

The center director stated no medication had been administered since the consultants last visit.

Organization

591-1-1-.16 Governing Body & License

Met

Comment

The center is currently operating with a valid 2020 license with Bright From The Start.

Correction Deadline: 2/12/2020

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures

Technical Assistance

Technical Assistance

The center director will ensure that a current written plan for handling emergencies, including but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the Center; to have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations. The plan must apply to all children in care and include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions and shall include assurance that no Center Personnel will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals.

Correction Deadline: 2/3/2020

Technical Assistance

591-1-1-.21(3) - The center director will ensure that a fire drill is completed and documented monthly. Additionally, a tornado drill will be completed and documented every 6 months.

Correction Deadline: 2/3/2020

591-1-1-.27 Posted Notices

Met

Comment

Please make sure that all required signs are posted and up to date. (Community Disease Chart, Emergency Procedures for the center).

Safety

591-1-1-.05 Animals

Met

Comment

Center does not keep animals on premises.

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

Comment

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

591-1-1-.13 Field Trips(CR)

Met

Comment

Center does not participate in field trips at this time.

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

Met

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position.

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)**Not Met****Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on review of koala outback and a staff statement that one therapist had been providing services through Babies Can't Wait since April 1, 2019, has a SAT COMP CBC letter on file however, the center had not ported the CBC. Additionally, a second therapist had been providing services through Babies Can't Wait since April 22, 2019, has a SAT COMP CBC letter on file, however the center had not ported the CBC. Additionally, a third therapist had been providing services through Babies Can't Wait since July 22, 2019, has a SAT COMP CBC letter on file, however the center had not ported the CBC.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will immediately ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will immediately ensure CRC rules are maintained.

Correction Deadline: 1/29/2020

591-1-1-.14 First Aid & CPR**Met****Comment**

Please replace/add missing items in the first aid kit to include tweezers, anti-septic and goggles.

Finding

.24(2) requires Personnel files to also contain daily attendance records or other employee payroll records for the Employee for the preceding six (6) month period which may be stored away from the Center provided that the Center notifies the Department of its intention to store these records off-site, provides the Department with the name, address and phone number of the custodian of these records and allows the Department, at its discretion, to have access to these records at the custodian's location immediately or access at the Center within seven (7) business days of a Department representative's request. The Department may, at its discretion, accept photocopies of the requested records which are provided within seven (7) business days of the Department representative's request for the same;. It was determined based on observation and the center director's statement that all staff files are locked in a cabinet and not accessible to the consultant during this visit. The center director will email / fax copies of all required documents to the consultant by 4:30 PM on February 7, 2020.

POI (Plan of Improvement)

Within seven business days, the Center will submit photocopies of requested records or have these available at the Center for review. The Center will ensure the Department's access to personnel records according to these rules.

Correction Deadline: 2/5/2020

591-1-1-.33 Staff Training**Met****Comment**

Discussed staff training. Please obtain required documentation.

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

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

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

Center observed to maintain appropriate staff:child ratios.

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

Adequate supervision observed on this date.