



**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:** 4/6/2018      **VisitType:** Licensing Study      **Arrival:** 9:00 AM      **Departure:** 12:30 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.
04/06/2018	Licensing Study	Good Standing	
01/10/2018	Monitoring Visit	Good Standing	
09/14/2017	Complaint Closure	Good Standing	
			<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.

**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	1	4	C	21	C	NA	NA	Floor Play
Main	B 2/L 1 Yr	One Year Olds	1	5	C	16	C	NA	NA	Free Play, Diapering
Main	C/ 3/L	Two Year Olds and Three Year Olds	1	6	C	20	C	NA	NA	Free Play
Main	D Cafe/ Middle	Four Year Olds and Five Year Olds and Six Year Olds and Over	1	17	C	39	C	55	C	TV
Main	E 1R Preschool	Three Year Olds and Four Year Olds and Five Year Olds	1	12	C	22	C	NA	NA	Centers
Main	F 2rd Rt		0	0	C	24	C	NA	NA	Not In Use
Main	G 3R Preschool		0	0	C	24	C	34	C	Not In Use
Main	H 4R		0	0	C	27	C	37	C	Not In Use
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: 44			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 licensing study and to follow up on previous rule violations. Consultant provided the director with a Decal Scholars brochure outlining scholarships, awards and incentives.

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 [CSRefutations@decga.gov](mailto:CSRefutations@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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The following information is associated with a Licensing Study:

### Activities and Equipment

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

**Comment**

A variety of equipment and toys were observed throughout the center.

**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)** Met

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

**Corrected on 4/6/2018**

**.25(13) - Correction of previous citation in that the consultant observed the center to be clean and free of hazardous material, equipment and supplies.**

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

**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

**Comment**

Playground observed to be clean and in good repair.

### Health and Hygiene

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<b>591-1-1-.10 Diapering Areas &amp; Practices(CR)</b>	<b>Met</b>
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**Comment**

Staff state proper knowledge of diapering procedures.

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<b>591-1-1-.17 Hygiene(CR)</b>	<b>Met</b>
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**Comment**

Staff were observed to remind children to wash hands.

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<b>591-1-1-.20 Medications(CR)</b>	<b>Met</b>
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**Comment**

Documentation for medication dispensing observed complete.

<b>Policies and Procedures</b>
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<b>591-1-1-.21 Operational Policies &amp; Procedures</b>	<b>Met</b>
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**Technical Assistance**

591-1-1-.21(1)(p) - Consultant spoke with the director and asked that emergency preparedness plans be made accessible to staff.

**Correction Deadline: 4/11/2018**

**Comment**

Consultant observed documentation to show that fire drills were conducted for January through March of 2018.

**Correction Deadline: 4/11/2018**

<b>Safety</b>
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<b>591-1-1-.05 Animals</b>	<b>Met</b>
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**Comment**

Center does not keep animals on premises.

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<b>591-1-1-.11 Discipline(CR)</b>	<b>Met</b>
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**Comment**

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

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<b>591-1-1-.13 Field Trips(CR)</b>	<b>Met</b>
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**Comment**

Center does not participate in field trips at this time.

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<b>591-1-1-.36 Transportation(CR)</b>	<b>Not Met</b>
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**Comment**

The vehicle had an approved fire extinguisher and first aid kit on this date.

**Correction Deadline: 1/12/2018**

**Corrected on 4/6/2018**

**.36(3)(a-b) - Correction of previous citation in that the consultant observed current transportation certificates for center staff responsible for transportation.**

**Comment**

Annual vehicle inspection observed to be completed on July 17, 2017.

**Correction Deadline: 4/11/2018**

**Finding**

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on a review of records, that center staff responsible for transportation failed to document with a check, mark or symbol to show that several children were accounted for at the completion of afternoon transportation between January 29, 2018 and March 30, 2018.

**POI (Plan of Improvement)**

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

Director stated that she would meet with staff and review transportation documentation to ensure that each child is accounted for during transportation.

**Correction Deadline: 4/7/2018**

**Sleeping & Resting Equipment**

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

**Met**

**Comment**

Pleasant naptime environment observed.

**Staff Records**

**591-1-1-.09 Criminal Records Check(CR)**

**Met**

**Comment**

Director provided files for five employees hired since last visit.

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

**Corrected on 4/6/2018**

**.09(1)(a) - Correction of previous citation in that the consultant observed satisfactory criminal records check determinations for 15 of 15 employees.**

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

**Met**

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

**Corrected on 4/6/2018**

**.33(3) - Correction of previous citation in that the consultant observed health and safety orientation training certificates for all required staff.**

**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.

**Staffing and Supervision**

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

Center observed to maintain appropriate staff:child ratios.

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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.