



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: 4/17/2017 **VisitType:** Licensing Study **Arrival:** 1:20 PM **Departure:** 3:25 PM

CCLC-1784

Haverty Hollow

1225 E Beechwood Drive, NE Atlanta, GA 30327 Fulton County
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Mailing Address

1225 E. Beechwood Dr
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Regional Consultant

Margarita Collier

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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.
04/17/2017	Licensing Study	Good Standing	
10/24/2016	Monitoring Visit	Good Standing	
03/21/2016	Monitoring Visit	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	Room A-1L of Entrance		0	0	C	7	C	10	C	Not In Use
Main	Room B:Entrance		0	0	C	15	C	21	C	Not In Use
Main	Room C-Rear Right of Entrance	Six Year Olds and Over	1	4	C	13	C	18	C	Transitioning, Out side
Main	Room D-2nd L of Entrance		0	0	C	7	C	10	C	Not In Use
Total Capacity @35 sq. ft.: 42			Total Capacity @25 sq. ft.: 59							
Total # Children this Date: 4			Total Capacity @35 sq. ft.: 42							
			Total Capacity @25 sq. ft.: 59							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	51	C

Comments

The purpose of this visit was to conduct a licensing study and to follow-up on the previous visit conducted on October 24, 2016.

Consultant reviewed the proposed rule changes and the criminal records rule changes with the director on this date.

Plan of Improvement: Developed This Date 04/17/2017

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. You are encouraged not to wait and to complete the process as soon as possible.



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O.C.G.A. Section 42.1.12(j)(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@dec.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://dec.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)

Lisa Haverty, Program Official

Date

Margarita Collier, Consultant

Date



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Findings Report

Date: 4/17/2017 **VisitType:** Licensing Study

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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

Observed-Variety Throughout Center

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

Met

Comment

No Swimming Activities Provided

Children's Records

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

Met

Comment

Observed-Records Complete/Well Organized

591-1-1-.23 Parental Authorization

Met

Comment

Parent Authorizations Obtained/Completed

Facility

591-1-1-.06 Bathrooms

Met

Comment

Observation-Clean and Well Maintained

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

Met

Comment

Observation-Center Clean/Well Maintained

591-1-1-.26 Playgrounds(CR)**Not Met****Comment**

Consultant observed the playground during inclement weather on this date. Please monitor for standing water, beehives, ant beds, and redistribute the resilient surface.

Finding

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on consultant's observation of the center's playground equipment a potential entrapment hazard existed in that the "Little Tikes" sliding equipment was observed to be cracked at the top of the platform of the equipment located on the front left side of the playground.

POI (Plan of Improvement)

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

Correction Deadline: 4/27/2017

Food Service

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

Kitchen Appears Clean/Well Organized

Health and Hygiene

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

The center only provides afterschool services to school-aged children only.

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

Observed-Staff Remind Children Wash Hand

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

Per director the center does not administer any medications at this time.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Not Met****Finding**

591-1-1-.21(3) requires that the Center conduct and document fire drills monthly and tornado and/or other emergency situations every six months. It was determined based on consultant's review of the center's emergency drills the center did not conduct a tornado drill for the year 2016. It was further determined based on consultant's review of the center's emergency drills the center did not conduct a fire drill for January 2016, February 2016, March 2016, April 2016, May 2016, June 2016, July 2016, August 2016, October 2016, November 2016, December 2016, January 2017, February 2017, and March 2017.

POI (Plan of Improvement)

The center will hold the necessary drills on a regular basis and maintain adequate documentation of these drills for two years.

Correction Deadline: 4/22/2017

591-1-1-.27 Posted Notices

Technical Assistance

Technical Assistance

Please ensure that all posted notices are current.

591-1-1-.29 Required Reporting

Met

Comment

Thank You for Reporting as Required

Safety

591-1-1-.05 Animals

Met

Comment

No Animals Kept

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

Met

Comment

Observed-Discussion/Redirection

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

Met

Comment

No Field Trips at This Time

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

Not Met

Comment

Observed-Complete Documentation

Finding

591-1-1-.36(3)(a-c) requires the Director and each Staff person responsible for or who participates in the transportation of children to meet the following requirements: (a) complete two (2) clock hours of transportation training on or before June 30, 2015 and at least every two years thereafter. (b) Effective July 1, 2015, the Director and each Staff person who will be responsible for or participate in the transportation of children shall have completed two (2) clock hours of transportation training prior to assuming any duties related to the transportation of children and at least every two years thereafter. (c) Any transportation training completed should be state approved or state accepted training. It was determined based on consultant's review of staff files three of three staff members did not have evidence of their current transportation training on file. It was further determined based on consultant's review of staff files the director did not have evidence of a current transportation training certificate on file.

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: 4/27/2017

Finding

591-1-1-.36(5)(b) requires either the driver or another Staff person present on the vehicle to have current evidence of cardiopulmonary resuscitation (CPR) and first aid. It was determined based on consultant's review of staff files one of three staff members serving as a van driver for the center did not have evidence of a current first aid and CPR training card on file.

POI (Plan of Improvement)

The center will ensure that a person is present on the vehicle with current CPR and first aid training as required.

Correction Deadline: 4/27/2017

Sleeping & Resting Equipment

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

Met

Comment

The center only offers afterschool services to school-aged children only.

Staff Records

Records Reviewed: 4

Records with Missing/Incomplete Components: 3

Staff # 2

Not Met

Date of Hire: 10/01/2012

"Missing/Incomplete Components"

.36(3)(a-c)-2 hrs. Transportation Training missing

Staff # 3

Not Met

Date of Hire: 04/01/2002

"Missing/Incomplete Components"

.36(3)(a-c)-2 hrs. Transportation Training missing

Staff # 4

Not Met

Date of Hire: 10/24/2016

"Missing/Incomplete Components"

.36(3)(a-c)-2 hrs. Transportation Training missing

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

Met

Comment

Consultant reviewed four staff files on this date. Consultant observed four of four staff files to have evidence of a current satisfactory determination letter on this date.

Comment

Per director the center has not had any new hires since the previous visit was conducted on November 1, 2016.

591-1-1-.14 First Aid & CPR

Technical Assistance

Comment

Observed-50% Certified First Aid & CPR

Technical Assistance

Please add more band-aids and antiseptic wipes and/or cream to the vans' first aid kit and anti-bacterial ointment and insect-sting preparation to the center's first aid kit.

591-1-1-.33 Staff Training

Technical Assistance

Comment

Observed - Documentation Of Training

Technical Assistance

Please ensure that all newly hired staff members complete the required health and safety orientation training and first aid and CPR training within the first 90-days of their date of hire. Please ensure that all current staff members provide documentation of the health and safety orientation training and first aid and CPR training for their files. The health and safety orientation training does not replace the required basic six-clock hours of first year training for newly hired staff members. Newly hired staff members will need to complete the health and safety orientation training, in addition to two-clock hours in child abuse training and four-clock hours in basic hygiene, cleanliness, illness detection, illness disposition, illness prevention, and childhood injury prevention.

Staffing and Supervision

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-Direct Supervision/Attentive Staff