



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: 5/8/2017 **VisitType:** Licensing Study **Arrival:** 11:50 AM **Departure:** 2:45 PM

CCLC-30896

MOTHER GOOSE NURSERY SCHOOL

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Regional Consultant

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Mailing Address
 Same

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.
05/08/2017	Licensing Study	Good Standing	
12/23/2016	Complaint Closure	Good Standing	
11/15/2016	Complaint Investigation Follow Up	Good Standing	

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.

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-Far Back	Infants and One Year Olds	1	2	C	12	C	NA	NA	Feeding
Main	B-middle	Two Year Olds	1	5	C	5	C	NA	NA	Lunch,Nap
Main	C-Front	Three Year Olds and Four Year Olds	1	10	C	12	C	17	C	Story,Transitioning,Lunch,Nap
Main	Room D - AS		0	0	C	3	C	4	C	Not In Use
Total Capacity @35 sq. ft.: 32					Total Capacity @25 sq. ft.: 38					
Total # Children this Date: 17			Total Capacity @35 sq. ft.: 32			Total Capacity @25 sq. ft.: 38				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Main	37	C

Comments

This Licensing Study is the second regulatory visit this 2016 - 2017 fiscal year.

The consultant reviewed all staff files and finds that eight of ten staff have a satisfactory fingerprint criminal records clearance determination letter on file. Two staff members who were hired prior to January 1, 2014 have a satisfactory local criminal records check on file however no fingerprint clearance determination letter as required. A one day letter was left with the center director. The consultant discussed that all staff members are required to have comprehensive fingerprint criminal records check clearance determination letters by October 1, 2017.

The consultant discussed SIDS / Safe Sleep with the infant staff.

The center currently has a one star Quality Rating.

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(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)

Marilyn Bordelon, Program Official

Date

Connie Boatright, 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-.03 Activities

Met

Comment

The consultant observed a variety of age appropriate activities throughout the center.

Correction Deadline: 5/8/2017

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

Met

Comment

Discussed-Rotation Support Disinfecting

Comment

Observed-Variety Throughout Center

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

Met

Comment

No Swimming Activities Provided

Children's Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 2

Child # 1

Not Met

"Missing/Incomplete Components"

.08(g)-Immunization

Child # 6

Not Met

"Missing/Incomplete Components"

.08(g)-Immunization

591-1-1-.08 Children's Records**Not Met****Finding**

591-1-1-.08(g) requires Center Staff to maintain a file for each child that includes evidence of age-appropriate immunizations or a signed affidavit against such immunizations for each child enrolled in the center on a form approved by the Department, and to allow no child to continue enrollment in the Center for more than thirty (30) days without such evidence. It was determined based on the consultant's review of child files that two of six files has expired immunizations on file.

POI (Plan of Improvement)

Center staff will have and use a plan to track immunization forms for all enrolled children and to ensure the form or affidavit are obtained from the parent or guardian within 30 days of enrollment. Parents will be informed their child cannot remain enrolled in the center without this documentation.

Correction Deadline: 5/18/2017

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-No Hazards Accessible

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

Observation-Clean/Good Repair

Food Service

591-1-1-.15 Food Service & Nutrition**Met****Comment**

Menu Meets USDA Guidelines

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**

Staff Stated Proper Knowledge

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

Observed-Proper Hand Washing Throughout

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

The center director stated no medications are currently being administered.

Correction Deadline: 5/8/2017

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Met****Comment**

The consultant observed the fire drill log to be documented throughly for each month.

Correction Deadline: 5/13/2017

591-1-1-.27 Posted Notices**Met****Comment**

Reminder-Signs Posted/Up to Date (Director Designee)

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)**Met****Comment**

No Routine Transportation Provided

Sleeping & Resting Equipment

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

Correct number of mats; disinfecting discussed

Comment

Discussed-SIDS/Infant Sleeping Position

Staff Records

Records Reviewed: 10**Records with Missing/Incomplete Components: 7**

Staff # 1

Not Met

Date of Hire: 07/08/2016

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate

Staff # 2	Not Met
Date of Hire: 05/01/2019	
<u>"Missing/Incomplete Components"</u>	
.33(2)-Health & Safety Certificate	
Staff # 5	Not Met
Date of Hire: 09/14/2016	
<u>"Missing/Incomplete Components"</u>	
.33(2)-Health & Safety Certificate,.24(d)-Evidence of Orientation Missing	
Staff # 6	Not Met
Date of Hire: 10/05/2010	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training,.09-Criminal Records Check Missing,.33(2)-Health & Safety Certificate	
Staff # 7	Not Met
Date of Hire: 08/21/2015	
<u>"Missing/Incomplete Components"</u>	
.33(2)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training	
Staff # 8	Not Met
Date of Hire: 10/05/2010	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training,.09-Criminal Records Check Missing,.33(2)-Health & Safety Certificate	
Staff # 9	Not Met
Date of Hire: 08/01/2016	
<u>"Missing/Incomplete Components"</u>	
.33(2)-Health & Safety Certificate	

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

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 the consultant's review of all staff files that eight of ten staff have a satisfactory fingerprint criminal records clearance determination letter on file. Two staff members who were hired prior to January 1, 2014 have a satisfactory local criminal records check on file however no fingerprint clearance determination letter as required. A one day letter was left with the center director.

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: 5/8/2017

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

Not Met

Finding

591-1-1-.14(1) requires the Center Director to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid that is conducted by certified or licensed health care professionals and deals with the provision of emergency care to infants and children. In addition, at least fifty percent (50%) of the caregiver Staff shall have completed such training at any given time. It was determined based on the consultant's review of all staff files that two of ten staff members have a currently dated CPR / First Aid certificate on file.

POI (Plan of Improvement)

The Center director and at least 50% of the caregiver Staff will complete the needed training. The director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time.

Correction Deadline: 6/7/2017

591-1-1-.24 Personnel Records

Not Met

Finding

591-1-1-.24(d) requires the center to have evidence of required orientation applicable to the position of director or employee. It was determined based on the consultant's review of all staff files that one staff member did not have evidence of a orientation certificate on file.

POI (Plan of Improvement)

The center will ensure that documentation of orientation is on file.

Correction Deadline: 5/8/2017

591-1-1-.33 Staff Training

Not Met

Technical Assistance

591-1-1-.33(2) - The consultant reviewed all staff files and finds that seven of ten staff have not completed the required new Health and Safety Orientation / Training with the required time frame.

Correction Deadline: 6/7/2017

Comment

Health/Safety training reminder

Finding

591-1-1-.33(5) requires ten clock hours of annual training for supervisory and caregiver Staff, except for independent contractors, Students-in-Training and volunteers, in the subjects of early childhood education, child development or subjects related to the position. It was determined based on the consultant's review of all staff files that three of ten staff members did not have the required ten hours of annual training for the year of 2016. One employee had eight of the ten required hours. A second employee has none of the ten required hours. A third employee has six of the required ten hours.

POI (Plan of Improvement)

The center will plan and schedule the required 10 hours of ongoing training each year and follow up to ensure the training is completed.

Correction Deadline: 6/7/2017

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

Met

Comment

Three lead teachers are enrolled in an educational program and actively working towards earning the required credentials to hold a lead position.

Correction Deadline: 5/8/2017

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-Adequate Supervision