



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: 6/28/2017 **VisitType:** Complaint Investigation Follow Up **Arrival:** 10:15 AM **Departure:** 12:45 PM

CCLC-32013

Carol's Kidz Early Care and Learning

75 S. Mill Street Lakeland, GA 31635 Lanier County
 (229) 569-0706 carolskidzecl@yahoo.com

Mailing Address

75 South Mill Street
 Lakeland, GA 31635

Regional Consultant

Rena Keene
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<u>Compliance Zone Designation</u>		
06/28/2017	Complaint Investigation Follow Up	Good Standing
05/03/2017	Monitoring Visit	Good Standing
11/09/2016	Licensing Study	Good Standing

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.

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	Infants and One Year Olds	1	6	C	8	C	NA	NA	Floor Play,Lunch
Main	B	Three Year Olds	1	12	C	12	C	17	C	Transitioning,Lunch,Free Play
Total Capacity @35 sq. ft.: 20						Total Capacity @25 sq. ft.: 25				
Total # Children this Date: 18			Total Capacity @35 sq. ft.: 20			Total Capacity @25 sq. ft.: 25				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Back PG	20	C
Main	Playground / Front	16	C

Comments

The purpose of today's visit was to conduct a Complaint Investigation and to follow up on previously cited rule violation.

The complaint investigation was not completed during visit. The results of the investigation will be sent to director when completed.

July 11, 2017: Investigation completed and copy of completed report sent to director. All allegations were unsubstantiated. Changes made to original Complaint Investigation Follow Up Report have been highlighted.

Plan of Improvement: Developed This Date 06/28/2017

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(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)

Carol Morris, Program Official

Date

Rena Keene, Consultant

Date



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Summary Report

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The following information is associated with a Complaint Investigation Follow Up:

Activities and Equipment

591-1-1-.03 Activities

Technical Assistance

Correction Deadline: 5/5/2017

Corrected on 6/28/2017

.03(2) - Lesson plans were observed to be posted in both classrooms.

Technical Assistance

591-1-1-.03(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. Please ensure that the lesson plans show appropriate details and that the teachers are observing the plans related to children's development.

Correction Deadline: 6/28/2017

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

Met

Comment

No Swimming Activities Provided

Children's Records

Records Reviewed: 3

Records with Missing/Incomplete Components: 1

Child # 2

Not Met

"Missing/Incomplete Components"

.08(c)-Address of Release Person Missing

Technical Assistance

591-1-1-.08(a)-(f) requires 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 that includes the following information: (a) child's name, birth date, sex, address, living arrangement, name of school if applicable; (b) names of both Parents, home and work addresses, and home and work telephone numbers; (c) name(s) and addresses of the person(s) to whom the child may be released including address, telephone number, relationship to child and other identifying information; (d) name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; (e) name and telephone number of the child's primary source of health care; and (f) known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. Please be sure that all required information is obtained for all persons authorized to pick up each child.

Correction Deadline: 6/28/2017

Facility

591-1-1-.19 License Capacity(CR)**Met****Comment**

Licensed Capacity Routinely Met

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

This core rule not evaluated during visit as two regulatory visits have been conducted in this fiscal year and compliance of core rules have been previously evaluated.

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

This core rule not evaluated during visit as two regulatory visits have been conducted in this fiscal year and compliance of core rules have been previously evaluated.

Food Service

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

Lunch served during visit was observed to be link sausage, corn, fruit cocktail, bread and milk (1 %).

Health and Hygiene

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

This core rule not evaluated during visit as two regulatory visits have been conducted in this fiscal year and compliance of core rules have been previously evaluated.

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

This core rule not evaluated during visit as two regulatory visits have been conducted in this fiscal year and compliance of core rules have been previously evaluated.

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

This core rule not evaluated during visit as two regulatory visits have been conducted in this fiscal year and compliance of core rules have been previously evaluated.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Met****Correction Deadline: 5/31/2017****Corrected on 6/28/2017**

.21(3) - Consultant observed that according to the Fire/Tornado/Emergency Preparedness Documentation Form posted that all required drills had been conducted since last visit.

591-1-1-.27 Posted Notices**Not Met****Finding**

591-1-1-.27(g) requires the center to post the current week's menus for meals and snacks for public viewing near the front entrance. It was determined based on consultant's observation that the menu for the current week's meals and snacks were not posted. Additionally, in requesting to review previous week's menu's for the date referenced in the complaint report, director did not have a menu for that week.

POI (Plan of Improvement)

The center will post the current week's menu and will check regularly to ensure the current week's menu is always posted.

Correction Deadline: 6/28/2017

Safety

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

This core rule not evaluated during visit as two regulatory visits have been conducted in this fiscal year and compliance of core rules have been previously evaluated.

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)**Technical Assistance****Comment**

591-1-1-.30(1)(b)1 requires that cots and mats are of sound construction and of sufficient size to accommodate comfortably the size and weight of the child; and that mats are in good repair, washable, covered with a waterproof material and at least two inches (2") thick.

Technical Assistance

591-1-1-.30(1)(b)1 requires that cots and mats are of sound construction and of sufficient size to accommodate comfortably the size and weight of the child; and that mats are in good repair, washable, covered with a waterproof material and at least two inches (2") thick. Please ensure that all children have a cot or mat for nap time that meets requirements - 10 children were observed to be using mats that were torn.

Correction Deadline: 6/28/2017

Staff Records

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

Met

Correction Deadline: 5/3/2017

Corrected on 6/28/2017

.09(1)(e) - Current background checks were observed for all four staff currently employed.

591-1-1-.33 Staff Training

Not Met

Finding

591-1-1-.33(4) requires the Director and person with primary responsibility for food preparation to have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined [].

POI (Plan of Improvement)

The center will schedule food preparation training, as required, and follow up to ensure the training is completed.

Correction Deadline: 7/28/2017

Recited on 6/28/2017

Finding

591-1-1-.33(4) requires the Director and person with primary responsibility for food preparation to have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on a review of staff records and staff statements that the required training has not yet been received.

POI (Plan of Improvement)

The center will schedule food preparation training, as required, and follow up to ensure the training is completed.

Correction Deadline: 7/28/2017

Recited on 6/28/2017

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 a review of staff records that staff did not complete the required ten hours of ongoing training during the 2016 calendar year.

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: 12/31/2017

Recited on 6/28/2017

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