



**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:** 7/25/2017    **VisitType:** Licensing Study    **Arrival:** 11:00 AM    **Departure:** 3:15 PM

**CCLC-956**

**Easter Seals Child Development Center Guice Educare**  
 1485 Woodland Avenue Atlanta, GA 30316 Fulton County  
 (404) 622-1569 vholbert@esng.org

**Regional Consultant**

Lajuana Williams  
 Phone: (770) 357-7074  
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 lajuana.williams@decal.ga.gov

**Mailing Address**  
 Same

<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.  <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.
07/25/2017	Licensing Study	Good Standing	
05/31/2017	Complaint Investigation & Monitoring Visit	Good Standing	
05/31/2017	Complaint Closure	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	3-2 Three Yr H		0	0	C	25	C	NA	NA	
Main	4-1 Preschool J		0	0	C	30	C	NA	NA	
Main	4-2 Preschool K		0	0	C	30	C	NA	NA	
Main	4-3 Preschool L		0	0	C	35	C	NA	NA	
Main	Infants A		0	0	C	28	C	NA	NA	
Main	Infants B		0	0	C	28	C	NA	NA	
Main	T-5 G		0	0	C	24	C	NA	NA	
Main	Three Year I		0	0	C	24	C	NA	NA	
Main	Toddler 1 C		0	0	C	17	C	NA	NA	
Main	Toddler 2 D		0	0	C	17	C	NA	NA	
Main	Two Year E		0	0	C	16	C	NA	NA	
Main	Two Year F		0	0	C	16	C	NA	NA	

Total Capacity @35 sq. ft.: 290

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 0

Total Capacity @35 sq. ft.: 290

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infants	8	C
Main	Presch/Sch Age	40	C
Main	Toddler	27	C

**Comments**

Childrne were not in care this date and will not return until August 1, 2017.

Plan of Improvement: Developed This Date 07/25/2017

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](http://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.

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**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@decga.gov](mailto:CCSRefutations@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.

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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)

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Victoria Holbert, Program Official

Date

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Lajuana Williams, Consultant

Date



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### Findings Report

**Date:** 7/25/2017 **VisitType:** Licensing Study

**Arrival:** 11:00 AM

**Departure:** 3:15 PM

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The following information is associated with a Licensing Study:

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**Activities and Equipment**

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**591-1-1-.03 Activities**

Met

**Comment**

591-1-1-.03(5) - Children were not in care this date. This rule will be evaluated on the next visit

**Correction Deadline:** 7/25/2017

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

N/A

**Comment**

No Swimming Activities Provided

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**Children's Records**

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

Met

**Comment**

Observed-Records Complete/Well Organized

**Comment**

Parent Agreements Obtained/Completed

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**Facility**

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

Met

**Comment**

Children were not currently in care. Discussed rule.

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

Met

**Comment**

Reminder-Keep Hazards Inaccessible

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

Observation-Clean/Good Repair

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**Food Service**

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**591-1-1-.18 Kitchen Operations****Not Evaluated****Comment**

The kitchen was not open this date or available for review due to children not being in care.

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**Health and Hygiene**

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

No children present, staff stated proper knowledge.

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

No children present - hand washing discussed

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**591-1-1-.20 Medications(CR)****Defer****Defer**

591-1-1-.20(1)-Currently no medication was dispensed.

**POI (Plan of Improvement)**

The Center will train Staff to obtain and review parental authorizations to ensure the authorization contains complete information. The designated person(s) will monitor daily.

**Correction Deadline: 5/31/2017**

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**Policies and Procedures**

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

591-1-1-.21(1)(p) - Please ensure the emergency procedures are fully updated and staff are trained every six months and document training on the emergency drill document. Please see the Department's website under Child Care Center forms for the templates.

**Correction Deadline: 7/30/2017**

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**Safety**

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**591-1-1-.05 Animals****Met****Comment**

No Animals Kept

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**591-1-1-.11 Discipline(CR)****Not Evaluated****Comment**

No children in care this date - discipline discussed

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**591-1-1-.13 Field Trips(CR)****Not Evaluated****Comment**

No Field Trips at This Time

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**591-1-1-.36 Transportation(CR)****N/A****Comment**

No Routine Transportation Provided at this time.

**Correction Deadline: 5/14/2017****Corrected on 7/25/2017****.36(3)(a-c) - Previous cite corrected.**

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<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****N/A****Comment**

Infants were not currently in care.

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<b>Staff Records</b>
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**591-1-1-.09 Criminal Records Check(CR)****Not Met****Comment**

No new hires

**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 observation of staff records that satisfactory records checks were not on file on four APS staff and one foster grandparent.

**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: 7/25/2017**

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

Observed-100% Certified First Aid &amp; CPR

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**591-1-1-.24 Personnel Records****Technical Assistance****Technical Assistance**

591-1-1-.24(1) - Discussed updating personnel records once a staff transfers from one facility to another to ensure qualification questions are re-certified and contact information is up to date.

**Correction Deadline: 7/30/2017**

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**591-1-1-.33 Staff Training****Not Met****Comment**

Health/Safety training reminder- Please ensure new staff obtain evidence of Health and Safety Orientation Training and CPR/FA within 90 days of hire.

**Comment**

591-1-1-.33(4) - Please ensure within the first year of hire staff obtain a total of ten hours of training to include two hours of Child Abuse and Neglect Training and four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control. Health and Safety Orientation cannot be counted exclusively as proof of the the four hour requirement.

**Correction Deadline: 8/24/2017**

**Finding**

591-1-1-.33(4) requires all Staff who provide any direct care to children, except independent contractors, Students-in-Training and volunteers, to obtain ten (10) clock hours of training or instruction in child care issues from an accredited school or Department-approved source. At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children. It was determined based on the observation of staff records that two staff required an additional two hours of training within the topics of disease control, injury prevention or similar topic.

**POI (Plan of Improvement)**

The Center will plan and schedule training and follow up to ensure that direct care Staff complete the required hours of training in the required subjects.

**Correction Deadline: 8/24/2017**

**Correction Deadline: 6/3/2017**

**Corrected on 7/25/2017**

**.33(5) - Previous cite corrected**

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

**Met**

**Comment**

591-1-1-.31(13) - Met.

**Correction Deadline: 7/25/2017**

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Met**

**Comment**

No children present; proper ratios discussed

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

**Met**

**Comment**

No children in care;proper supervision discussed