



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: 8/7/2019 **VisitType:** Monitoring Visit **Arrival:** 12:25 PM **Departure:** 3:40 PM

CCLC-46115

ABC Learning Tree

6 Amberwood Trail Rome, GA 30165 Floyd County
 (706) 232-7422 pastorvicki@yahoo.com

Regional Consultant

Rachael Brown

Phone: (770) 342-7795

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rachael.brown@decal.ga.gov

Mailing Address

Same

Quality Rated:

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.
08/07/2019	Monitoring Visit	Good Standing	
03/25/2019	Licensing Study	Good Standing	
08/09/2018	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	A- 1 year	One Year Olds	1	4	C	6	C	NA	NA	Nap
Main	B- 2 year	Two Year Olds	1	13	NC	18	C	NA	NA	Nap
Main	C- 4 year	Three Year Olds and Four Year Olds	1	7	C	16	C	NA	NA	Nap
Main	D- 3 year	Three Year Olds	1	8	C	16	C	NA	NA	Nap
					Total Capacity @35 sq. ft.: 56	Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 32			Total Capacity @35 sq. ft.: 56			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	62	C

Comments

Consultant left 1-day letter and CRC affidavit.

Plan of Improvement: Developed This Date 08/07/2019

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).



Please refer to the website, <http://www.decal.ga.gov/CCS/RulesAndRegulations.aspx>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

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)



Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

Get started today! Sign up by completing a short online application: <https://qualityrated.decal.ga.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@decal.ga.gov

Vicki Baird, Program Official

Date

Rachael Brown, Consultant

Date



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Findings Report

Date: 8/7/2019 **VisitType:** Monitoring Visit **Arrival:** 12:25 PM **Departure:** 3:40 PM

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The following information is associated with a Monitoring Visit:

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)

N/A

Comment

Center does not provide swimming activities.

Facility

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

Met

Comment

Licensed capacity observed to be met by center on this date.

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

Not Met

Finding

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that a cabinet in classroom B was unlocked with three bottles of bug spray. In addition, a closet with a broken lock in classroom D contained several bottles of bug spray and a cabinet under the sink in classroom D was unlocked and contained disinfectant spray and disinfectant wipes.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 8/7/2019

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

Met

Correction Deadline: 4/4/2019

Corrected on 8/7/2019

Citation observed to be corrected on this date. Consultant observed six inches of resilient surface under the swings, slide, and climbing ladder of the wooden structure on the playground.

Health and Hygiene

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

Met

Comment

Staff state proper knowledge of diapering procedures.

591-1-1-.17 Hygiene(CR)

Not Met

Finding

591-1-1-.17(10) requires that if used potty chairs be emptied in a flush toilet after each use, cleaned with a disinfectant and stored in the bathroom. If a sink is used, the sink shall also be disinfected. It was determined based on observation that a potty chair in the two-year-old room was observed to not be stored in a bathroom.

POI (Plan of Improvement)

The Center will instruct staff to ensure the sanitary use of potty chairs and sinks.

Correction Deadline: 8/7/2019

Recited on 8/7/2019

Finding

591-1-1-.17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on staff statement that children's hands are not being washed after diapering in the one-year-old classroom.

POI (Plan of Improvement)

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

Correction Deadline: 8/7/2019

Recited on 8/7/2019

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

Met

Comment

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures

Not Met

Finding

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on observation that fire and tornado drills were not able to be observed due to not having paperwork onsite.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 8/14/2019

Recited on 8/7/2019

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

Redirection stated to be used throughout the center.

591-1-1-.36 Transportation(CR)**Met****Comment**

Center does not provide routine transportation.

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

Pleasant naptime environment observed.

Staff Records**Records Reviewed: 12****Records with Missing/Incomplete Components: 1**

Staff # 3

Not Met

Date of Hire: 08/05/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)**Not Met****Comment**

Director provided one file for employees hired since last visit.

Correction Deadline: 3/25/2019**Corrected on 8/7/2019**

Citation observed to be corrected on this date. Consultant observed all employees to have made application to the department and to an authorized fingerprinting site.

Correction Deadline: 3/25/2019**Corrected on 8/7/2019**

Citation observed to be corrected on this date. Consultant observed comprehensive satisfactory fingerprint letters for all employees.

Correction Deadline: 3/25/2019**Corrected on 8/7/2019**

Citation observed to be corrected on this date. Consultant observed all staff to have a satisfactory comprehensive fingerprint clearance.

Finding

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on review of records that one employee had a satisfactory comprehensive fingerprint clearance that was outside of the 12 month portability.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will view videos to ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will view videos to ensure CRC rules are maintained.

Correction Deadline: 8/7/2019

591-1-1-.24 Personnel Records**Not Met****Finding**

591-1-1-.24(1) requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation; It was determined based on review of records that eight of twelve employee records were not available on site.

POI (Plan of Improvement)

The Center will secure required information for all Personnel. The Center will ensure that complete information is in the personnel file for all Directors, Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance and other Support Staff.

Correction Deadline: 8/12/2019

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

591-1-1-.33(1) requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task. It was determined based on review of records that eight employees were observed to not have record of orientation on file.

POI (Plan of Improvement)

The Center will develop and provide orientation for all new Staff prior to their staff's assignment to children or task.

Correction Deadline: 8/7/2019

Recited on 8/7/2019

Comment

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

Finding

591-1-1-.32(5) requires that during day-time rest or sleeping periods, at least one Staff person is in each room providing direct supervision of the children and all Staff required by these rules relating to Staff: child ratios are in the Center and available to assure safe evacuation in an emergency. Staff: child ratios may be doubled for children three (3) years and older provided these requirements are met. It was determined based on observation that the nap time ratio in the two-year-old classroom was 1:13.

POI (Plan of Improvement)

The Center will rearrange staff schedules to ensure the required number of staff are in each room and available.

Correction Deadline: 8/7/2019

Finding

591-1-1-.32(7) requires that children be supervised at all times and that the persons supervising in the child care area be alert, able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the chaperones and Students-in-Training, and provide timely attention to the children's actions and needs. It was determined based on observation that one staff member in classroom C stepped into the hallway, leaving the children un supervised for less than five minutes.

POI (Plan of Improvement)

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

Correction Deadline: 8/7/2019