



**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:** 8/11/2017    **VisitType:** Licensing Study    **Arrival:** 9:50 AM    **Departure:** 1:20 PM

**CCLC-3092**

**Ninth District Douglas Head Start**

3833 Longview Drive Douglasville, GA 30135 Douglas County  
 (770) 949-3717 mattie.mcclurkin@ndohs.org

**Regional Consultant**

Patty Malone  
 Phone: (912) 544-9991  
 Fax: (912) 544-9975  
 coty.cummings@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.
08/11/2017	Licensing Study	Good Standing	
02/27/2017	Monitoring Visit	Good Standing	
10/20/2016	Licensing Study	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	#1	Four Year Olds	2	19	C	28	C	NA	NA	Centers
Main	#2	Three Year Olds and Four Year Olds	2	19	C	27	C	NA	NA	Centers
Main	#3	Four Year Olds	3	14	C	27	C	NA	NA	Centers
Main	#4	Four Year Olds	2	19	C	27	C	NA	NA	Centers
Main	#5	Four Year Olds	2	19	C	27	C	NA	NA	Circle Time
Main	#6	Three Year Olds	2	17	C	27	C	NA	NA	Centers
Main	#7	Three Year Olds	2	16	C	27	C	NA	NA	Circle Time, Music
Main	#8	Three Year Olds	2	16	C	27	C	NA	NA	Centers
Main	#9-Library		0	0	C	28	C	NA	NA	
					Total Capacity @35 sq. ft.: 245		Total Capacity @25 sq. ft.: 0			
Total # Children this Date: 139			Total Capacity @35 sq. ft.: 245			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Head Start	129	C

**Comments**

Plan of Improvement: No Plan Developed

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(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@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.

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)

\_\_\_\_\_  
Mattie McClurkin, Program Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Patty Malone, 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

Current lesson plans were observed in all classrooms.

**Correction Deadline: 8/11/2017**

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

Technical Assistance

#### Technical Assistance

591-1-1-.12 - The consultant discussed the computer screens in the classrooms.

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

N/A

#### Comment

No Swimming Activities Provided

### Children's Records

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

Met

#### Comment

Observed-Records Complete/Well Organized

### Facility

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

Met

#### Comment

Licensed Capacity Routinely Met

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

**Comment**

Observation-No Hazards Accessible

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

**Comment**

Observation-Clean/Good Repair

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**Health and Hygiene**

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**591-1-1-.10 Diapering Areas & Practices(CR)** **N/A**

**Comment**

The center does not care for any children that require diapering.

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

**Comment**

Observed-Proper Hand Washing Throughout

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

**Comment**

Observed-Complete Documentation

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**Policies and Procedures**

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

**Comment**

The consultant observed documentation of the required emergency drills.

**Correction Deadline: 8/16/2017**

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**Safety**

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**591-1-1-.05 Animals** **N/A**

**Comment**

No Animals Kept

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

**Comment**

Observed-Positive Learning Environment

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**591-1-1-.13 Field Trips(CR)** **N/A**

**Comment**

No Field Trips at This Time

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

**Comment**

No Routine Transportation Provided

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**Sleeping & Resting Equipment**

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

The center does not provide care for infants. The proper number of sleeping mats were observed.

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**Staff Records**

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**591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

The consultant reviewed 24 staff files. Criminal record checks were observed to be complete on this date.

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

Observed-100% Certified First Aid & CPR

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**591-1-1-.33 Staff Training****Met****Comment**

The consultant observed documentation of health and safety training for 100% of staff. Documentation of annual training was observed for 2016.

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

The center staff met this standard on this date.

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**Staffing and Supervision**

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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Comment**

Observed-Appropriate Staff:Child Ratios

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

Observed-Direct Supervision/Attentive Staff