



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: 9/6/2017 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 11:05 AM **Departure:** 5:30 PM

CCLC-32937

Discovery Point #42

80 Charleston Place Covington, GA 30016 Newton County
 (678) 712-6550 dp_42@rocketmail.com

Regional Consultant

Jacquelyn Sims

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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. 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.
09/06/2017	Complaint Investigation & Licensing Study	Good Standing	
01/10/2017	Licensing Study	Good Standing	
08/08/2016	Monitoring Visit	Support	

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/L Infants	Infants and One Year Olds	1	4	C	21	C	NA	NA	Free Play
Main	B 2/L 1 Yr		0	0	C	16	C	NA	NA	Not In Use
Main	C/ 3/L		0	0	C	20	C	NA	NA	Not In Use
Main	D Cafe/ Middle		0	0	C	39	C	55	C	Not In Use
Main	E 1R Preschool	Two Year Olds	1	9	C	22	C	NA	NA	Transitioning
Main	F 2rd Rt	Three Year Olds	1	10	C	24	C	NA	NA	Transitioning
Main	G 3R Preschool	PreK	2	13	C	24	C	34	C	Centers
Main	H 4R	PreK	1	11	C	27	C	37	C	Centers
Main	I 5R School Age		0	0	C	37	C	51	C	Not In Use
Total Capacity @35 sq. ft.: 230			Total Capacity @25 sq. ft.: 280							
Total # Children this Date: 47			Total Capacity @25 sq. ft.: 280							

Building	Playground	Playground Occupancy	Playground Compliance
Main	A Infant/ toddler	13	C
Main	B School Age	85	C
Main	C Preschoool	87	C

Comments

The purpose of this visit was to conduct a complaint investigation and to follow up on previous rule violations.

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. 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@dec.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://dec.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)

Sherrie Johnson, Program Official

Date

Jacquelyn Sims, Consultant

Date



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Findings Report

Date: 9/6/2017 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 11:05 AM **Departure:** 5:30 PM

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The following information is associated with a Licensing Study Visit:

Activities and Equipment

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

Not Met

Finding

591-1-1-.12(2) requires that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. It was determined based on an observation, that the foam toys, including chairs, couches and blocks, were torn throughout the center. It was further determined, that the large colored legos were dirty in the 3R classroom.

POI (Plan of Improvement)

The Center will ensure that equipment and furniture are used by the age-appropriate group of children.

Correction Deadline: 9/13/2017

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

Met

Comment

No Swimming Activities Provided

Facility

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

Met

Comment

Licensed Capacity Routinely Met

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

Not Met

Technical Assistance

591-1-1-.25 - Director stated that children had been moved to the 1R classroom due to the air conditioning being repaired in their usual classroom, which is the 2R. Consultant spoke with the director and asked that center staff ensure that wipes are stored in that they are out of reach of the children at all times.

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 an observation, that ten plastic packages of wipes were observed inside of children's cubby spaces in the 1R classroom.

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: 9/6/2017

Finding

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on an observation, that the exhaust fans were dusty and detached from the ceiling in the girls restroom that adjoins the 2R and 3R classrooms. It was further determined that the exhaust fans were dusty in the 3L restroom and the boys restroom, which adjoins the 4R and 5R classrooms.

POI (Plan of Improvement)

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

Correction Deadline: 9/6/2017

591-1-1-.26 Playgrounds(CR)**Not Met****Technical Assistance**

Due to inclement weather on the previous evening, consultant spoke with the director and asked that she and center staff ensure that the resilient surface is fluffed and redistributed before allowing children access to the outside play areas. Consultant also spoke with the director and asked that, after rainy weather, to please ensure that toys and equipment are free of standing water.

Finding

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on an observation, that the drain cover was detached on playground B. It was further determined that grass was growing within the resilient surfacing material on playground B, which is designated for the school age children. Additionally, an uncoiled water hose was observed on the concrete next to the water fountain located on the the school age playground.

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 9/6/2017

Food Service

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

Consultant observed signed feeding plans for two of two enrolled infants.

Comment

Consultants observed menu to be followed as children were served spaghetti, diced carrots, peaches and milk for lunch.

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
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Comment

Staff Stated Proper Knowledge

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

Consultant observed staff to provide hand washing assistance to ensure that children were correctly completing the process.

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

591-1-1-.20 - Consultant had a discussion with the director in reference to medication procedures. Director was asked to obtain action plans for children in care who require rescue inhalers. The action plans should include signs/syptoms and triggers for each child. Consultant also asked that center staff ensure that action plans be attached to the child's medication authorization and that signed medication authorizations be obtained at the beginning of a new two week period for each child in need.

Policies and Procedures

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

591-1-1-.21(1)(p) - Consultant observed emergency preparedness plans for the center.

Correction Deadline: 9/11/2017

Safety

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

Observed-Positive Learning Environment

591-1-1-.13 Field Trips(CR)	Met
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Comment

Consultant observed complete documentation for a trip taken to Publix on July 21, 2017 and a trip to the fire station on July 18, 2017.

591-1-1-.36 Transportation(CR)	Not Met
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Comment

Observed-Complete Documentation

Finding

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on a review of records, that two of two center staff responsible for or participate in transportation lacked current transportation training.

POI (Plan of Improvement)

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

Correction Deadline: 9/16/2017

Comment

591-1-1-.36(4)(a) - Consultant observed annual vehicle safety check to be completed on July 17, 2017.

Sleeping & Resting Equipment

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

Met

Comment

Correct number of mats; disinfecting discussed

Comment

Observed-Pleasant Naptime Environment

Comment

Staff stated proper placement for sleeping infants.

Staff Records

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

Met

Comment

Criminal Records Check complete

Comment

Director provided files for six employees hired since the last visit which was conducted on January 10, 2017.

591-1-1-.24 Personnel Records

Met

Correction Deadline: 1/15/2017

Corrected on 9/6/2017

.24(c) - Correction of previous citation in that the consultant observed credentials for all lead teachers, with the exception of one is currently enrolled to obtain the required credential.

591-1-1-.33 Staff Training

Not Met

Finding

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on a review of records, that seven staff lacked documentation of health and safety orientation training.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

Correction Deadline: 10/6/2017

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

Met

Comment

Lead staff education requirements

Staffing and Supervision

Finding

591-1-1-.32(1) requires the Center to maintain the required Staff:child ratios as follows: under 1 year or under 18 months if not walking = 1:6; 1 year and walking = 1:8; 2 years = 1:10; 3 years = 1:15; 4 years = 1:18; 5 years = 1:20; and 6 years and older = 1:25. A Center must establish groupings of children for care with maximum group sizes as follows: under 1 year = 12; under 18 months/not walking = 12; 1 year and walking = 16; 2 years = 20; 3 years = 30; 4 years = 36; 5 years = 40; and 6 years and older = 50. It was determined based on an observation, that a ratio of 1:19 was observed in the cafe during lunchtime. The group consisted on nine two-year-olds and ten three-year-olds. Consultant informed the director, who came and observed only one present staff and found that other staff had gone to the restroom without acquiring assistance.

POI (Plan of Improvement)

The Center will hire additional Staff or reschedule current Staff to meet required Staff:child ratios and will organize children into groups that meet requirements.

Correction Deadline: 9/6/2017

Comment

Observed-Adequate Supervision