



**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:** 9/12/2018    **VisitType:** Licensing Study    **Arrival:** 9:20 AM    **Departure:** 1:40 PM

**CCLC-30304**

**Imagination Station #1**

2000 Lockwood Avenue Columbus, GA 31906 Muscogee County  
 (706) 323-1095 081016@cclc.com

**Regional Consultant**

Brandi Mangino

Phone: (478) 314-9726

Fax: (478) 599-0169

brandi.mangino@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★

<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.
09/12/2018	Licensing Study	Good Standing	
04/17/2018	Monitoring Visit	Good Standing	
10/26/2017	Licensing Study	Good Standing	

**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	1st Left	One Year Olds	1	4	C	17	C	NA	NA	Circle Time
Main	1st Right	Infants and One Year Olds	3	2	C	12	C	NA	NA	Free Play, Floor Play
Main	2nd Left	Two Year Olds	2	11	C	17	C	NA	NA	Circle Time, Music
Main	2nd Right		0	0	C	13	C	NA	NA	
Main	3rd Left	Three Year Olds and Four Year Olds	1	7	C	26	C	NA	NA	Centers
Main	3rd Right		0	0	C	51	C	NA	NA	
Main	4th Left		0	0	C	20	C	NA	NA	
Main	4th Right Back	PreK	2	18	C	25	C	NA	NA	Circle Time
Main	5th Back Left		0	0	C	26	C	NA	NA	
Main	5th Right Back	PreK	2	17	C	25	C	NA	NA	Centers
Main	Back Gym area		0	0	C	116	C	NA	NA	

Total Capacity @35 sq. ft.: 348

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 59

Total Capacity @35 sq. ft.: 348

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Left side-raceway	32	C
Main	Main playground-back	179	C
Main	Right Side	10	C

**Comments**

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.

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 [CSRefutations@decals.ga.gov](mailto:CSRefutations@decals.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://decals.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.decals.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@decals.ga.gov](mailto:qualityrated@decals.ga.gov)

Melissa Patterson, Program Official

Date

Brandi Mangino, Consultant

Date



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### Findings Report

**Date:** 9/12/2018    **VisitType:** Licensing Study    **Arrival:** 9:20 AM    **Departure:** 1:40 PM

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The following information is associated with a Licensing Study:

**Activities and Equipment****591-1-1-.12 Equipment & Toys(CR)****Technical Assistance****Comment**

A variety of equipment and toys were observed throughout the center.

**Technical Assistance**

Consultant discussed that the dramatic play dress up wooden structures need to be secure and not a potential falling hazard. In addition, the playhouse on top of the shelf in 5th left classroom needs to be moved to a lower surface so it is not a falling hazard.

**Correction Deadline: 9/12/2018**

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

Center does not provide swimming activities.

**Children's Records****Records Reviewed: 5****Records with Missing/Incomplete Components: 1**

Child # 4

Not Met

"Missing/Incomplete Components"

.08(1)-Allergies and Disabilities

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

Please ensure that any allergies or special needs are listed on the enrollment application as one of five records were observed to be missing this information.

**Correction Deadline: 9/12/2018**

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**591-1-1-.06 Bathrooms**
**Technical Assistance**
**Technical Assistance**

Consultant discussed that ventilation needs to be checked in the gym, 3rd left and 5th left restrooms to ensure it is correctly working. Children were present in one of the three rooms at the time of the visit.

**Correction Deadline: 10/12/2018**

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

Licensed capacity observed to be routinely met by center.

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

Please be mindful to keep items that pose a hazard inaccessible to children.

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**591-1-1-.26 Playgrounds(CR)**
**Technical Assistance**
**Technical Assistance**

Consultant discussed that a portion of the fencing on the back playground facing the parking lot was not secure at the bottom. The area was the third portion of fencing when walking the fence line from the entrance gate near the tree. The center had the piece where the fencing was originally attached to the ground but the piece had come loose.

**Correction Deadline: 9/12/2018**

**Correction Deadline: 9/13/2018**

**Corrected on 9/12/2018**

**.26(4) - Citation observed to be corrected.**

**Correction Deadline: 9/13/2018**

**Corrected on 9/12/2018**

**.26(9) - Citation observed to be corrected.**

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

Please ensure that infant feeding forms are updated regularly.

**Comment**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3

Components for breakfast: Grains, Vegetables, Fruits or both, Milk

5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk

2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

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**591-1-1-.18 Kitchen Operations****Technical Assistance****Technical Assistance**

Consultant discussed the labeling of food outside the original container.

**Correction Deadline: 9/12/2018**

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**Health and Hygiene**

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

Staff state proper knowledge of diapering procedures.

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

Staff were observed to remind children to wash hands.

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

Per the center director medication has not been dispensed since the last regulatory visit on April 17, 2018.

**Correction Deadline: 9/12/2018**

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**Safety**

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

Age-appropriate discussion and/or redirection observed.

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**591-1-1-.36 Transportation(CR)****Not Met****Technical Assistance**

Please ensure that the medical facility the center uses and address are listed on all emergency transportation forms.

**Finding**

591-1-1-.36(4)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, taillights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Center or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined based on a review of records that the annual safety check for one of three buses had a bill of lading check that did not state that the suspension or exhaust system were checked.

**POI (Plan of Improvement)**

The Center will obtain the annual vehicle inspection.

**Correction Deadline: 9/17/2018**

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**Sleeping & Resting Equipment**

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

Discussed SIDS and infant sleeping position.

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**Staff Records**

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**591-1-1-.09 Criminal Records Check(CR)****Technical Assistance****Technical Assistance**

The director was informed that a fingerprint background determination for any staff that had fingerprints completed before January 1, 2014 must obtain an updated fingerprint determination by October 1, 2018. The director was further informed that all staff must have a comprehensive background check determination on file no later than October 1, 2018. The consultant discussed new criminal background policies and procedures that will become effective on October 1, 2018. The director will review the upcoming changes to ensure criminal background compliance is maintained.

**Correction Deadline: 9/12/2018**

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

Please replace/add missing/expired item(s) in first aid kit(s).

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**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 two staff members that have been employed with the center over 90 days did not have the required health and safety orientation.

**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: 10/12/2018**

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

Staff observed to be compliant with applicable laws and regulations.

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

Adequate supervision observed on this date.

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

Adequate supervision observed on this date.