



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: 11/12/2019 **VisitType:** Monitoring Visit

Arrival: 9:00 AM

Departure: 1:30 PM

CCLC-3319

Byne Child Development Center

2832 Ledo Road Albany, GA 31707 Dougherty County
 (229) 432-1591 slouis@byne.org

Regional Consultant

Charlene Story

Phone: (770) 405-7942

Fax: (770) 408-0759

charlene.story@decal.ga.gov

Mailing Address

Same

Joint with: Penny Svenson

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.
11/12/2019	Monitoring Visit	Good Standing	
05/21/2019	Licensing Study	Good Standing	
09/25/2018	Monitoring Visit	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	Rm. 413 (12-18 Mos.)	Infants	2	7	C	19	C	NA	NA	Transitioning, Diapering, Feeding, Floor Play
Main	Rm.415 (12-18 Mos.)	One Year Olds	2	9	C	19	C	NA	NA	Free Play, Feeding, Diapering
Main	Rm.416 (2 Yrs.)	Two Year Olds	2	12	C	18	C	NA	NA	Centers
Main	Rm.417 (18-24 Mos.)	One Year Olds and Two Year Olds	2	10	C	19	C	NA	NA	Free Play
Main	Rm.418 (2-3 Yrs.)	Three Year Olds and Four Year Olds	2	9	C	18	C	NA	NA	Story
Main	Rm.419 (3-3.5 Yrs)	One Year Olds	2	6	C	19	C	NA	NA	Art, Transitioning
Main	Rm.420 (3-3.5 Yrs.)	Three Year Olds	2	13	C	18	C	NA	NA	Centers
Main	Rm.422 (3-4 Yrs.)	Two Year Olds and Three Year Olds	1	8	C	18	C	NA	NA	Centers
Main	Room 411 (18 mos-2 yrs.)	Infants	2	6	C	19	C	NA	NA	Diapering, Free Play
					Total Capacity @35 sq. ft.: 167	Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 80			Total Capacity @35 sq. ft.: 167			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Outside Playground I	60	C
Main	Outside Playground II (Ballfield)	600	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).



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

Sherlene Louis, Program Official

Date

Penny Svenson, Consultant

Date

Charlene Story, Consultant

Date



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Findings Report

Date: 11/12/2019 **VisitType:** Monitoring Visit

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The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.03 Activities

Technical Assistance

Technical Assistance

591-1-1-.03(2) - Consultant discussed with director to ensure classrooms keep current lesson plans on site.

Correction Deadline: 11/12/2019

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

Technical Assistance

Technical Assistance

591-1-1-.12(2) - Consultant discussed with director to ensure all equipment has proper restraints as required.

Correction Deadline: 11/12/2019

Technical Assistance

591-1-1-.12(8) - Consultant discussed with director to ensure toys are cleaned with a disinfectant and washed daily.

Correction Deadline: 11/12/2019

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 was observed to be met on this date.

591-1-1-.25 Physical Plant - Safe Environment(CR)**Not Met****Finding**

591-1-1-.25(11) requires that floor coverings be tight, smooth, free of odors and washable or cleanable. It was determined based on Consultant observation that the floor behind the entrance door in Classroom 419, had rust spots. In addition in classroom 420, rust spots were present on the floor in the block center.

POI (Plan of Improvement)

Floors will be maintained to be safe and sanitary.

Correction Deadline: 12/12/2019**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 consultant's observation that Classroom 422 closet was unlocked and opened with a broom and dust pan accessible to children. In addition, hand sanitizer was stored on top of a shelf when entering the room that was accessible to children. It was also observed in Classroom 418 that the door to the storage closet was unlocked where a sweeper, broom, dust pan and staff's purse were being stored. In addition the storage closet closest to the bathroom was unlocked and had an open box of borax and an open box of antacid medication that children could access. In classroom 416 a dust broom was observed to be stored behind the classroom door.

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: 11/12/2019**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 consultant observation, the ceiling in classroom 416 had three water stained tiles. In addition the vent in the ceiling had collected dust that needed to be removed.

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: 11/12/2019

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

Playground observed to be clean and in good repair on this date.

Health and Hygiene

591-1-1-.07 Children's Health**Not Met****Finding**

591-1-1-.07(5) requires Center Staff to not permit children to wear around their necks or attach to their clothing pacifiers or other hazardous items. It was determined based on observation that an infant in Classroom 411 was wearing a bib and had a pacifier with a clip attached to clothing.

POI (Plan of Improvement)

The Center will instruct Staff regarding this safety requirement.

Correction Deadline: 11/12/2019

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

Hand washing requirements for diapering were discussed with the director and staff on this date.

591-1-1-.17 Hygiene(CR)**Not Met****Finding**

591-1-1-.17(7)(a) requires washcloth handwashing be used only for infants when the infant is too heavy to hold or cannot stand safely and for children with special needs; requires that an individual washcloth be used only once for each child before laundering. It was determined based on observation that in Classrooms 413, 415 and 417, staff was not observed to wash infants or toddlers hands after diapering.

POI (Plan of Improvement)

The Center will train Staff on how to correctly use washcloth handwashing and will review and monitor.

Correction Deadline: 11/12/2019

591-1-1-.20 Medications(CR)**Not Met****Finding**

591-1-1-.20(3) requires the Center to maintain a record of medication dispensed that includes the date, time and amount of medication, any noticeable adverse reaction, and the signature or initials of the person administering the medication. It was determined based on review of medication records that multiple dates were not completed as parent requested. In addition adverse actions was not completed on multiple dates of medication records.

POI (Plan of Improvement)

The Center will train Staff responsible for dispensing medication in the accurate completion and storage of the records and will implement a plan to monitor this.

Correction Deadline: 11/12/2019

Organization

591-1-1-.16 Governing Body & License**Not Met****Finding**

591-1-1-.16(e) requires the Center to submit an application for an amended License at least 30 days in advance of the change if there is a change in the name of the program or Center, changes in the ages of the children to be served, an increase in the regular hours of operation such that the Center would be providing evening or night-time care in addition to day-time care, changes in the services provided, or additions to or changes in the use of the building by the licensed Center. If an emergency situation arises which makes it impossible to give thirty (30) days' notice, the management of the Center shall notify the Department by telephone and shall submit an application for an amended License as soon as management becomes aware of the change that will be necessitated by the emergency situation. In no case, however, shall a new owner operate the Center without first securing a new License or Permit from the Department. It was determined based on consultant observation that Classroom 419 was being used for toddler age children and the room was not licensed for diapering.

POI (Plan of Improvement)

An application for amendment and all necessary documentation will be submitted.

Correction Deadline: 11/12/2019

Safety

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

Staff were observed to maintain a positive learning environment on this date.

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

Center does not provide routine transportation.

Sleeping & Resting Equipment

Comment

Discussed SIDS and infant sleeping position with staff on this date.

Staff Records

Records Reviewed: 23**Records with Missing/Incomplete Components: 6**

Staff # 6

Not Met

Date of Hire: 11/05/2019

"Missing/Incomplete Components"

.24(1)-10 Yr. Work History Missing,.24(1)-Address Missing,.24(1)-DOB Missing,.24(1)-Education Experience Missing,.24(1)-Evidence of Orientation Missing,.24(1)-Phone Number Missing,.24(1)-SSN Missing,.24(1)-Work Experience Missing,.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 8

Not Met

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 17

Not Met

Date of Hire: 05/15/2019

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 18

Not Met

Date of Hire: 11/11/2019

"Missing/Incomplete Components"

.24(1)-10 Yr. Work History Missing,.24(1)-Address Missing,.24(1)-DOB Missing,.24(1)-Education Experience Missing,.24(1)-Evidence of Orientation Missing,.24(1)-Phone Number Missing,.24(1)-SSN Missing,.24(1)-Work Experience Missing,.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 22

Not Met

Date of Hire: 08/01/2019

"Missing/Incomplete Components"

.24(1)-10 Yr. Work History Missing,.24(1)-Address Missing,.24(1)-DOB Missing,.24(1)-Education Experience Missing,.24(1)-Evidence of Orientation Missing,.24(1)-Phone Number Missing,.24(1)-SSN Missing,.24(1)-Work Experience Missing,.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate

Staff # 23

Not Met

Date of Hire: 08/01/2019

"Missing/Incomplete Components"

.24(1)-10 Yr. Work History Missing,.24(1)-Address Missing,.24(1)-DOB Missing,.24(1)-Education Experience Missing,.24(1)-Evidence of Orientation Missing,.24(1)-Phone Number Missing,.24(1)-SSN Missing,.24(1)-Work Experience Missing,.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)**Met****Comment**

Criminal record checks were observed to be complete on this date.

Technical Assistance

591-1-1-.24(1) -Consultant discussed with director to maintain a personnel file for all staff that shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number, evidence of education and qualifying work experience, 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.

Correction Deadline: 11/17/2019

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

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

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

Center observed to maintain appropriate staff:child ratios on this date.

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

Adequate supervision was observed on this date.