



**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:** 2/28/2018    **VisitType:** Monitoring Visit    **Arrival:** 3:00 PM    **Departure:** 4:30 PM

**CCLC-11581**

**Preferred School Care at B.E. Usher Elementary**

631 Harwell Road N.W. Atlanta, GA 30318 Fulton County  
 (770) 739-1462 selmonatl@aol.com

**Regional Consultant**

Margarita Collier

Phone: (770) 342-7934

Fax: (678) 891-5989

margarita.collier@decal.ga.gov

**Mailing Address**

1125 Annie Lane, Mableton, GA 20126  
 Mableton, GA 30126

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>		
02/28/2018	Monitoring Visit	Good Standing
09/26/2017	Licensing Study	Good Standing
03/06/2017	Monitoring Visit	Good Standing

**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.

**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	Gym		0	0	C	78	C	NA	NA	Not In Use
Main	Room 1186		0	0	C	29	C	NA	NA	Not In Use
Main	Room 1188	Five Year Olds and Six Year Olds and Over	2	13	C	22	C	NA	NA	Transitioning,Snack, Homework
Main	Room 1190		0	0	C	9	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 50			Total Capacity @25 sq. ft.: 0			Building @35 capacity limited by Centers Request				

Total # Children this Date: 13    Total Capacity @35 sq. ft.: 50    Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	127	C

**Comments**

The purpose of this visit was to conduct a monitoring visit and to follow-up on the previous visit conducted on September 26, 2017.

Consultant discussed the following with the director on this date:

- Updated USDA menu guidelines.
- Comprehensive criminal records check due date - October 1, 2018.

Plan of Improvement: Developed This Date 02/28/2018

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.

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**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.al.ga.gov](mailto:CCSRefutations@dec.al.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.al.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.

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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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.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@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov)

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Robert Hall, Program Official

Date

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Margarita Collier, Consultant

Date



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### Findings Report

**Date:** 2/28/2018    **VisitType:** Monitoring Visit    **Arrival:** 3:00 PM    **Departure:** 4:30 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)** **Met**

**Comment**  
Center does not provide swimming activities.

### Facility

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

**Comment**  
Licensed capacity observed to be routinely met by center.

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

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

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

**Comment**  
Playground observed to be clean and in good repair.

### Food Service

**Technical Assistance**

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

- Three components for breakfast: grains, vegetables, fruits or both, and milk
- Five components for lunch grains, meat/meat alternates, fruits, vegetable, and milk or grains, meat/meat alternates, two different types of vegetables, and milk
- Two of five components for snack

Consultant provided the director with an updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers on this date. The crediting handbook for the CACFP can be located on DECAL and USDA's website:

DECAL - <http://dec.al.ga.gov/CACFP/Handbook.aspx> and USDA - <http://www.fns.usda.gov/cacfp/cacfp/handbooks>

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

There were no diapered children requiring services enrolled on this date. The center only offers afterschool services to school-aged children.

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

Staff were observed to remind children to wash hands.

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

Per director the center does not administer any medications at this time.

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

**Correction Deadline: 10/1/2017**

**Corrected on 2/28/2018**

The previous citation was observed to be corrected on this date. Consultant observed the center to have evidence of a current emergency preparedness plan on this date. Please ensure to review the center's emergency preparedness plan with all newly hired staff members.

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

Age-appropriate discussion and/or redirection observed.

**Comment**

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

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

Center does not provide routine transportation.

**Sleeping & Resting Equipment**

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

The program only offers afterschool services to school-aged children.

<b>Staff Records</b>
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**Records Reviewed: 2****Records with Missing/Incomplete Components: 1**

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Staff # 1

Not Met

Date of Hire: 10/16/2017

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate,.24(1)-Evidence of Orientation Missing

Staff # 2

Met

Date of Hire: 12/12/2014

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**Staff Credentials Reviewed: 2**

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

Consultant reviewed one file for a staff member hired since the previous visit was conducted on September 26, 2017. Consultant observed one of one newly hired staff members to have evidence of a satisfactory determination letter on file on this date.

**Comment**

Consultant reviewed two staff files on this date. Consultant observed two of two staff members to have evidence of a satisfactory determination letter on file on this date.

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**591-1-1-.14 First Aid & CPR****Not Met****Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on consultant's review of staff files one of two staff members did not complete first aid and CPR training within the first 90-days of their date of hire.

**POI (Plan of Improvement)**

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

**Correction Deadline: 3/30/2018**

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**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 consultant's review of staff files one of two staff members did not have evidence 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: 2/28/2018**

**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 consultant's review of staff files one of two staff members did not complete the required health and safety orientation training within 90-days of their date of hire.

**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: 3/30/2018****Technical Assistance**

Please ensure all newly hired staff members complete the following training:

- Health and safety orientation training within the first 90-days of their date of hire.
- First aid and CPR training within the first 90-days of their date of hire.
- At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children.

Please ensure all staff members that provide direct care to children (supervisory staff, teachers, and substitute teachers) complete the required 10 hours of annual training for the year 2018.

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

Consultant observed all staff members to comply with all laws and regulations on this date.

**Staffing and Supervision**

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

Center observed to maintain appropriate staff:child ratios.

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

Staff observed to provide direct supervision and be attentive to children's needs.