



**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:** 2/19/2019    **VisitType:** Incident Investigation/Licensing Study    **Arrival:** 10:30 AM    **Departure:** 3:00 PM

**CCLC-12261**

**Bay Harbour Child Care**

3210 Highway 82 Brunswick, GA 31523 Glynn County  
(912) 262-9618 childcare@bayharbour.cc

**Mailing Address**  
3210 Highway 82  
Brunswick, GA

**Regional Consultant**

Jerica Davis

Phone: (478) 314-9452  
Fax: (478) 314-9443  
jerica.davis@decal.ga.gov

Joint with: Monique Chambers

**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.  <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.
02/19/2019	Incident Investigation/Licensing Study	Good Standing	
02/19/2019	Complaint Investigation Follow Up	Good Standing	
02/19/2019	Incident Investigation Closure	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	A	Two Year Olds	1	7	C	13	C	NA	NA	Transitioning, Outside
Main	B	One Year Olds	1	4	C	10	C	NA	NA	Art
Main	C	Infants and One Year Olds	1	5	C	10	C	NA	NA	Floor Play, Nap
Main	D	Three Year Olds	2	12	C	13	C	NA	NA	Centers
Main	E-Pre-K	Four Year Olds	2	8	C	14	C	NA	NA	Centers
Main	F-AS		0	0	C	58	C	NA	NA	
Main	H	One Year Olds	2	9	C	10	C	NA	NA	Outside
Main	Room G		0	0	C	10	C	NA	NA	

Total Capacity @35 sq. ft.: 138

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 45

Total Capacity @35 sq. ft.: 138

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
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### Comments

The purpose of today's visit is to conduct a Incident Investigation and a Licensing Study.

The center provides routine transportation and the vehicles and logs were inspected on this date.

The center is currently participating in the Quality Rated program.

Plan of Improvement: Developed This Date 02/19/2019

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.dec.state.ga.us/CCS/Regulations.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.

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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.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 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.state.ga.us/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)





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### Findings Report

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The following information is associated with a Licensing Study Visit:

### Activities and Equipment

**591-1-1-.03 Activities**

**Technical Assistance**

**Technical Assistance**

Please ensure to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas.

**Correction Deadline: 3/5/2019**

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

**Met**

**Comment**

Discussed adding equipment and toys to enhance variety in the younger one-year-old classroom.

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

**Met**

**Comment**

Center does not provide swimming activities.

### Children's Records

**Records Reviewed: 6**

**Records with Missing/Incomplete Components: 0**

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met

Child # 5 Met

Child # 6 Met

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

**Met**

**Comment**

Records were observed to be complete and well organized.

**Facility**

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**591-1-1-.06 Bathrooms**

**Met**

**Comment**

Bathrooms observed to be clean and well maintained.

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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)**

**Not Met**

**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 the consultant's observation that three cans of disinfectant spray, one spray bottle of Pine Sol, one bottle of lotion, and one spray can of air freshener were stored in an unlocked cabinet in the two-year-old classroom accessible to the children in care.

**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: 2/19/2019**

**Technical Assistance**

Please ensure protective caps on all unused electrical outlets within children's reach and requires that electrical outlets in use be made inaccessible to children.

**Correction Deadline: 2/19/2019**

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

**Met**

**Comment**

Playground observed to be clean and in good repair.

**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**

Proper hand washing observed throughout the center.

**Correction Deadline: 10/17/2018**

Corrected on 2/19/2019

.17(8) - This citation was observed to be corrected on this date.

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

Met

**Comment**

The Provider currently does not dispense/administer medication.

**Safety**

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

Met

**Comment**

Age-appropriate discussion and/or redirection observed.

591-1-1-.36 Transportation(CR)

Met

Correction Deadline: 10/18/2018

Corrected on 2/19/2019

.36(7)(c)2. - This citation was observed to be corrected on this date.

**Sleeping & Resting Equipment**

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

Not Met

**Finding**

591-1-1-.30(1)(a)3 requires that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. It was determined based on the consultant's observation that six of six sheets were not tight-fitting as required.

**POI (Plan of Improvement)**

The center will ensure that each crib has an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant.

Correction Deadline: 2/19/2019

Recited on 2/19/2019

**Staff Records**

Records Reviewed: 19

Records with Missing/Incomplete Components: 1

Staff # 1 Met

Date of Hire: 08/09/2018

Staff # 2 Met

Date of Hire: 07/01/2015

Staff # 3 Met

Date of Hire: 05/09/2014

Staff # 4 Not Met

Date of Hire: 08/23/2018

"Missing/Incomplete Components"

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

Staff # 5 Met

**Records Reviewed: 19****Records with Missing/Incomplete Components: 1**

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Date of Hire: 01/14/2016

Staff # 6 Met

Date of Hire: 01/17/2017

Staff # 7 Met

Date of Hire: 02/24/2004

Staff # 8 Met

Date of Hire: 03/14/2017

Staff # 9 Met

Date of Hire: 05/02/2017

Staff # 10 Met

Date of Hire: 01/01/2005

Staff # 11 Met

Date of Hire: 05/23/2014

Staff # 12 Met

Date of Hire: 01/01/2004

Staff # 13 Met

Date of Hire: 12/28/2017

Staff # 14 Met

Date of Hire: 05/31/2018

Staff # 15 Met

Date of Hire: 03/13/2017

Staff # 16 Met

Date of Hire: 03/14/2017

Staff # 17 Met

Date of Hire: 12/19/2016

Staff # 18 Met

Date of Hire: 01/03/2005

Staff # 19 Met

Date of Hire: 04/26/2017

**Staff Credentials Reviewed: 19**

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

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit.

**Comment**

Criminal record checks were observed to be complete.

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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 a review of records that one staff member hired in August of 2018 did not have evidence of completing certification in first aid and CPR within the first ninety days of employment as required.

**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: 3/21/2019**

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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 staff files that one staff member hired in August of 2018 did not have evidence of completing health and safety orientation training within the first ninety days of employment as required.

**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: 3/21/2019****Correction Deadline: 12/31/2018****Corrected on 2/19/2019****.33(4) - This citation was observed to be corrected on this date.**

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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**

Center observed to maintain appropriate staff:child ratios.

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

Adequate supervision observed on this date.