



**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: 11/16/2020 **VisitType:** Licensing Study

Arrival: 3:35 PM

Departure: 4:00 PM

CCLC-142

The Sunshine House #51

980 Wiley Bridge Road Woodstock, GA 30188 Cherokee County
(770) 924-7847 center51@sshouse.com

Regional Consultant

Rachael Brown

Phone: (770) 342-7795

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Mailing Address

Same

Quality Rated: ★ ★

Compliance Zone Designation		
11/16/2020	Licensing Study	Good Standing
09/25/2019	Licensing Study	Good Standing
04/17/2019	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	1L		0	0	C	22	C	31	C	Not In Use
Main	1R		0	0	C	16	C	NA	NA	Not In Use
Main	2L	Five Year Olds and Six Year Olds and Over	1	12	C	20	C	28	C	Circle Time
Main	2R	One Year Olds	1	6	C	17	C	NA	NA	Circle Time
Main	2R Back	Two Year Olds	1	6	C	17	C	NA	NA	Story
Main	3L		0	0	C	24	C	34	C	Not In Use
Main	3R		0	0	C	22	C	31	C	Not In Use
Total Capacity @35 sq. ft.: 138						Total Capacity @25 sq. ft.: 174				
Total # Children this Date: 24			Total Capacity @35 sq. ft.: 138			Total Capacity @25 sq. ft.: 174				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	150	C

Comments

An Administrative Review was conducted on November 16, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on November 24, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on May 12, 2020 was reviewed during the virtual inspection.

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.dec.state.ga.us/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@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.

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.dec.state.ga.us/>
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.state.ga.us

Lanneshia Familuji, Program Official

Date

Rachael Brown, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date.

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

N/A

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through there was no pool observed on the property. Per the provider no swimming activities were provided.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 1

Child # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(3)-Address of Release Person Missing	
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

Technical Assistance

591-1-1-.08(1) - Ensure a complete address for person's authorized to pick up is obtained.

Correction Deadline: 11/16/2020

Facility

591-1-1-.06 Bathrooms**Met****Comment**

Bathrooms observed to be clean and well maintained.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Licensed capacity observed to be met by center.

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

Correction Deadline: 9/25/2019

Corrected on 11/16/2020

.25(13) - A Virtual Visit was conducted due to the COVID-19 pandemic. Citation observed to be corrected. No hazards observed accessible to children on this date.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated due to connectivity errors and will be reviewed during the next regulatory visit.

Defer

591-1-1-.26(4)-A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated due to connectivity errors and will be reviewed during the next regulatory visit.

POI (Plan of Improvement)

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will cap or drill down protruding screws on the playground fence. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

Correction Deadline: 10/15/2019

Defer

591-1-1-.26(9)-A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated due to connectivity errors and will be reviewed during the next regulatory visit.

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: 10/15/2019

Food Service

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

Center menu meets USDA guidelines.

Comment

Please ensure that infant feeding forms are updated regularly with the updated infant feeding form.

591-1-1-.18 Kitchen Operations**Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through food storage was observed. Food was observed to be stored on shelving, separately from cleaning products.

Health and Hygiene

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date. During the virtual walk through the diapering area was observed and the provider displayed proper knowledge of the rules and regulations.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date. Liquid soap and paper towels were observed accessible in the restroom area.

591-1-1-.20 Medications(CR)**N/A****Comment**

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Defer****Defer**

591-1-1-.21(3)-A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years. The Center will use the updated emergency drill log to keep track of required drills.

Correction Deadline: 9/30/2019

591-1-1-.29 Required Reporting**Met****Comment**

Thank you for reporting as required.

Safety

591-1-1-.05 Animals**N/A****Comment**

Center does not keep animals on premises.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director on this date.

591-1-1-.13 Field Trips(CR)**N/A****Comment**

Center does not participate in field trips at this time.

Comment

Complete documentation of transportation observed.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

Sleeping & Resting Equipment

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through SIDS and infant sleeping position was discussed. The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

Records Reviewed: 20**Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 11/03/2020	
Staff # 2	Met
Date of Hire: 01/24/2019	
Staff # 3	Met
Date of Hire: 11/03/2020	
Staff # 4	Met
Staff # 5	Met
Date of Hire: 03/04/2009	
Staff # 6	Met
Date of Hire: 01/25/2008	
Staff # 7	Met
Date of Hire: 07/30/2020	
Staff # 8	Met
Date of Hire: 08/21/2012	
Staff # 9	Met
Date of Hire: 01/08/2002	
Staff # 10	Met
Date of Hire: 04/25/2019	
Staff # 11	Met

Date of Hire: 07/25/2018

Staff # 12 Met

Date of Hire: 08/04/2008

Staff # 13 Met

Date of Hire: 12/23/2018

Staff # 14 Met

Date of Hire: 01/18/2018

Staff # 15 Met

Date of Hire: 01/26/2011

Staff # 16 Met

Date of Hire: 04/18/2016

Staff # 17 Met

Staff # 18 Met

Date of Hire: 03/02/2020

Staff # 19 Met

Date of Hire: 06/11/2018

Staff # 20 Met

Staff Credentials Reviewed: 5**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met****Comment**

Criminal record checks were observed to be complete.

Comment

Director provided three files for employees hired since last visit.

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

Complete first aid kits observed in center and on vehicles.

Comment

Evidence observed of 50% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training Met**Comment**

Documentation observed of required staff training.

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

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on May 12, 2020.

Staffing and Supervision

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through appropriate ratio was observed.

591-1-1-.32 Supervision(CR)

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through adequate supervision was observed.