



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: 5/6/2019 **VisitType:** Licensing Study **Arrival:** 9:00 AM **Departure:** 1:30 PM

CCLC-1734

Brookhaven Christian CDC

4500 Peachtree Rd. NE Atlanta, GA 30319 DeKalb County
 (404) 233-9446 bccdc2@bellsouth.net

Mailing Address

4500 Peachtree Rd. NE
 Brookhaven, GA 30319

Regional Consultant

Chrische Walker

Phone: (770) 359-5166

Fax: (678) 891-5618

chrische.walker@decal.ga.gov

Joint with: Brandon Cason

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. 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. |
|------------------------------------|-----------------------------------|---------------|--|
| 05/06/2019 | Licensing Study | Good Standing | |
| 01/30/2019 | Complaint Closure | Good Standing | |
| 01/30/2019 | Complaint Investigation Follow Up | 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 | 1st Right-Upper level | Infants and One Year Olds | 2 | 7 | C | 8 | C | NA | NA | Feeding, Floor Play, Diapering |
| Main | 2nd Right-Upper level | One Year Olds and Two Year Olds | 2 | 14 | C | 15 | C | NA | NA | Music |
| Main | 3rd Right-Upper level | Three Year Olds and Four Year Olds | 2 | 11 | C | 12 | C | NA | NA | Outside |
| Main | 4th Right-Upper level | Two Year Olds and Three Year Olds | 2 | 13 | C | 13 | C | NA | NA | Circle Time |
| Main | Front Stairs-Lower Level | PreK | 2 | 20 | C | 25 | C | NA | NA | Centers |
| Main | Stairs-Lower level | PreK | 2 | 21 | C | 23 | C | NA | NA | Centers |
| Total Capacity @35 sq. ft.: 96 | | | | | | Total Capacity @25 sq. ft.: 0 | | | | |
| Total # Children this Date: 86 | | | | | | Total Capacity @25 sq. ft.: 0 | | | | |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
| Main | Only | 42 | C |

Comments

The purpose of today's visit was to conduct a Licensing Study and to follow up from the previous visit on January 30, 2019.

Plan of Improvement: Developed This Date 05/06/2019

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/RuleAndRegulations.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

| | |
|-------------------------------|------|
| Della Moore, Program Official | Date |
|-------------------------------|------|

| | |
|---------------------------|------|
| Brandon Cason, Consultant | Date |
|---------------------------|------|

| | |
|-----------------------------|------|
| Chrische Walker, Consultant | Date |
|-----------------------------|------|



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

Findings Report

Date: 5/6/2019 **VisitType:** Licensing Study **Arrival:** 9:00 AM **Departure:** 1:30 PM

CCLC-1734

Brookhaven Christian CDC

4500 Peachtree Rd. NE Atlanta, GA 30319 DeKalb County
(404) 233-9446 bccdc2@bellsouth.net

Mailing Address

4500 Peachtree Rd. NE
Brookhaven, GA 30319

Regional Consultant

Chrische Walker

Phone: (770) 359-5166

Fax: (678) 891-5618

chrische.walker@decal.ga.gov

Joint with: Brandon Cason

The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Met

Comment

Great spring lesson plans planned for the children.

Correction Deadline: 5/6/2019

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)

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

| | |
|-----------|-----|
| Child # 1 | Met |
| Child # 2 | Met |
| Child # 3 | Met |
| Child # 4 | Met |
| Child # 5 | Met |

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

Records were observed to be complete and well organized.

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**

Licensed capacity observed to be routinely met by center.

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

591-1-1-.25 - Please be mindful to keep items that pose a hazard inaccessible to the children on and surrounding the changing table in Room 4th Right-Upper Level.

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

Playground observed to be clean and in good repair.

Food Service

591-1-1-.15 Food Service & Nutrition**Met****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://decal.ga.gov/CACFP/Handbook.aspx>

USDA

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

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

Kitchen appears clean and well organized.

Technical Assistance

591-1-1-.18(5) - Please monitor the temperatures in the refrigerator and freezer for the required temperature.

Correction Deadline: 5/6/2019

Health and Hygiene

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

Comment

Proper diapering procedures observed.

| | |
|--------------------------------|------------|
| 591-1-1-.17 Hygiene(CR) | Met |
|--------------------------------|------------|

Comment

Staff were observed to remind children to wash hands upon morning arrival.

| | |
|------------------------------------|------------|
| 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 | Not Met |
|--|----------------|

Finding

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on a review of records that a lockdown drill was not conducted and or documented for the year of 2018.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 5/11/2019

| | |
|-----------------------------------|------------|
| 591-1-1-.27 Posted Notices | Met |
|-----------------------------------|------------|

Comment

Observed all required posted notices. Great job!

| | |
|---------------------------------------|------------|
| 591-1-1-.29 Required Reporting | Met |
|---------------------------------------|------------|

Comment

Thank you for reporting as required.

| |
|---------------|
| Safety |
|---------------|

| | |
|----------------------------|------------|
| 591-1-1-.05 Animals | Met |
|----------------------------|------------|

Comment

Animals appropriately caged in Room 4th Right-Upper level.

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

Comment

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

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

Comment

Center does not participate in field trips at this time.

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

Comment

Center does not provide routine transportation.

| |
|---|
| Sleeping & Resting Equipment |
|---|

Comment

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.

Technical Assistance

591-1-1-.30(2)(b) - The consultant discussed with the director the infant positioning in the infant classroom, Room 1st Right-Upper level. The consultant discussed for the parent to provide a physician's written statement authorizing its use that includes how to use the device and a time frame for using the device that is provided for that particular infant.

Correction Deadline: 5/6/2019

| |
|----------------------|
| Staff Records |
|----------------------|

| | |
|-----------------------------|--|
| Records Reviewed: 19 | Records with Missing/Incomplete Components: 3 |
|-----------------------------|--|

| | |
|--|---------|
| Staff # 1 | Met |
| Date of Hire: 08/08/2016 | |
| | |
| Staff # 2 | Met |
| Date of Hire: 10/09/1995 | |
| | |
| Staff # 3 | Met |
| Date of Hire: 12/05/2011 | |
| | |
| Staff # 4 | Met |
| Date of Hire: 01/08/2001 | |
| | |
| Staff # 5 | Met |
| Date of Hire: 04/03/2006 | |
| | |
| Staff # 6 | Not Met |
| Date of Hire: 08/03/2009 | |
| <u>"Missing/Incomplete Components"</u> | |
| .33(5)-10 Hrs. Annual Training | |
| | |
| Staff # 7 | Met |
| Date of Hire: 08/06/2018 | |
| | |
| Staff # 8 | Met |
| Date of Hire: 10/04/2018 | |
| | |
| Staff # 9 | Not Met |
| Date of Hire: 10/13/2016 | |
| <u>"Missing/Incomplete Components"</u> | |
| .33(5)-10 Hrs. Annual Training | |
| | |
| Staff # 10 | Met |
| Date of Hire: 09/01/1994 | |

Records Reviewed: 19**Records with Missing/Incomplete Components: 3**

| | |
|--|---------|
| Staff # 11 Date of Hire: 02/16/2018 | Met |
| Staff # 12 Date of Hire: 02/08/2017 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training | Not Met |
| Staff # 13 Date of Hire: 12/27/2016 | Met |
| Staff # 14 Date of Hire: 07/01/2013 | Met |
| Staff # 15 Date of Hire: 01/09/2007 | Met |
| Staff # 16 Date of Hire: 06/18/2018 | Met |
| Staff # 17 Date of Hire: 02/16/2006 | Met |
| Staff # 18 Date of Hire: 12/11/2017 | Met |
| Staff # 19 Date of Hire: 09/22/2014 | Met |

Staff Credentials Reviewed: 19

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

Comment

Criminal record checks were observed to be complete for staff.

| | |
|--|------------|
| 591-1-1-.14 First Aid & CPR | Met |
|--|------------|

Comment

Complete first aid kit observed in center.

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR. Great job!

| | |
|-----------------------------------|----------------|
| 591-1-1-.33 Staff Training | Not Met |
|-----------------------------------|----------------|

Comment

Discussed staff training for the staff. Please obtain required documentation for each calendar year.

Finding

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on a review of records that three staff did not complete the ten required annual training for the 2018 calendar year.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 12/31/2019

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

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

| |
|---------------------------------|
| 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.