



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: 5/31/2018 **VisitType:** Licensing Study **Arrival:** 10:55 AM **Departure:** 3:55 PM

CCLC-1773

The Elaine Clark Center, Inc.

5130 Peachtree Industrial Blvd Chamblee, GA 30341 DeKalb County
 (770) 458-3251 zderamus@ecvc.org

Regional Consultant

Chrische Walker

Phone: (770) 359-5166
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 chrische.walker@decal.ga.gov

Mailing Address
 Same

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.
05/31/2018	Licensing Study	Good Standing	
08/08/2017	Monitoring Visit	Good Standing	
03/06/2017	Licensing Study	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
Building Two	101		0	0	C	17	C	NA	NA	Not In Use
Building Two	102		0	0	C	18	C	NA	NA	Not In Use
Building Two	103		0	0	C	18	C	NA	NA	Not In Use
Building Two	104		0	0	C	18	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 71					Total Capacity @25 sq. ft.: 0					
Main	A-Caterpillars- Infants	Infants and One Year Olds	1	3	C	23	C	NA	NA	Diapering, Feeding
Main	B- Hummingbirds- 3 y/o	One Year Olds and Two Year Olds	3	5	C	16	C	NA	NA	Nap
Main	C- Flamingos	Three Year Olds and Four Year Olds and Five Year Olds	3	11	C	18	C	NA	NA	Nap
Main	D-Swans- Schoolage		0	0	C	20	C	NA	NA	Not In Use
Main	E- Peacocks		0	0	C	20	C	NA	NA	Not In Use
Main	F- Ladybugs	Two Year Olds and Three Year Olds	2	9	C	21	C	NA	NA	Nap
Main	G-Butterflies	Two Year Olds	4	7	C	21	C	NA	NA	Lunch, Nap, Transitioning
Total Capacity @35 sq. ft.: 139					Total Capacity @25 sq. ft.: 0					

Total # Children this Date: 35

Total Capacity @35 sq. ft.: 210

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

The purpose of today's visit was to conduct a Licensing Study and to follow up from the previous visit on August 8, 2017. The consultant left an authorization for medication form resource for the director.

On this date, the facility was transitioning to the newly renovated Building 200.

Plan of Improvement: Developed This Date 05/31/2018

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. 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.

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.



- 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.

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

Zenobia Deramus, Program Official

Date

Chrische Walker, Consultant

Date



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Findings Report

Date: 5/31/2018 **VisitType:** Licensing Study **Arrival:** 10:55 AM **Departure:** 3:55 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities**Met****Comment**

The staff members plan monthly and weekly lesson plans.

Correction Deadline: 5/31/2018

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)**Met****Comment**

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

Correction Deadline: 8/8/2017**Corrected on 5/31/2018****.25(13) - The previous citation has been corrected. The consultant observed hazards to not be accessible to the children in the classrooms.****Correction Deadline: 8/31/2017****Corrected on 5/31/2018****.25(3) - The previous citation has been corrected on this date. The consultant did not observe any classrooms to have chipping paint on this date.**

591-1-1-.26 Playgrounds(CR)**Technical Assistance****Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

Correction Deadline: 8/11/2017**Corrected on 5/31/2018****.26(6) - The previous citation has been corrected on this date. The consultant observed the red swing to be removed from the large playground.****Technical Assistance**

591-1-1-.26(6) - Please monitor and ensure that the "S" hooks on the gray swing are securely closed on the large playground.

Correction Deadline: 6/10/2018**Technical Assistance**

591-1-1-.26(9) - Please be mindful of pine cones and various sticks on the large left playground.

Correction Deadline: 5/31/2018**Food Service**

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

Great job ensuring that the infant's bottles are covered and fully labeled with child's full name.

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

Met

Comment

Kitchen appears clean and well organized.

Correction Deadline: 8/8/2017

Corrected on 5/31/2018

.18(9) - The previous citation has been corrected on this date. The consultant observed disinfectant spray to be stored separate from foods.

Health and Hygiene

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

Met

Comment

Proper diapering procedures observed. The staff also stated proper knowledge of diapering procedures.

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

Met

Comment

Staff stated proper hand washing procedures.

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

Not Met

Comment

Discussed proper medication documentation and procedures with the director.

Finding

591-1-1-.20(1) requires Personnel to obtain specific written authorization from the child's physician or parent in order to dispense prescription or non-prescription medications, except for first aid. Such authorization will include when applicable, date; full name of the child; name of the medication; prescription number, if any; dosage; the dates to be given; the time of day to be dispensed; and signature of parent. It was determined based on the consultant's observation that five children's medication did not have names written on the medication.

POI (Plan of Improvement)

The Center will train Staff to obtain and review parental authorizations to ensure the authorization contains complete information. The designated person(s) will monitor daily.

Correction Deadline: 5/31/2018

Finding

591-1-1-.20(5) requires that medicines no which are no longer to be dispensed shall be returned to the child's Parent(s) immediately. It was determined based on the consultant's observation that ten children's unused medications were not returned to the children's parents, which included a bottle of cough syrup, one container of gas relief drops, a container of inhalation areosal inhalers, a packet of albuterol inhalers, six packets of sodium chloride inhalation solution packages, four nasal sprays, one bottle of children's motrin, one bottle of benadryl, and four syringes.

POI (Plan of Improvement)

The Center will train Staff on a system for tracking the use of medications and returning them to Parent(s).

Correction Deadline: 5/31/2018

Policies and Procedures

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

Met

Comment

Great job conducting fire drills and other emergency drills.

Correction Deadline: 6/5/2018

591-1-1-.27 Posted Notices

Met

Comment

Observed all required posted notices. Great job.

591-1-1-.29 Required Reporting

Met

Comment

Discussed reporting requirements.

Safety

591-1-1-.05 Animals

N/A

Comment

Center does not keep animals on premises.

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

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

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

Met

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.

Staff Records

Records Reviewed: 11

Records with Missing/Incomplete Components: 0

Staff # 1 Date of Hire: 04/25/2018	Met
Staff # 2 Date of Hire: 10/11/2013	Met
Staff # 3 Date of Hire: 06/06/2016	Met
Staff # 4 Date of Hire: 10/26/2017	Met
Staff # 5 Date of Hire: 12/16/2013	Met
Staff # 6 Date of Hire: 01/29/2018	Met
Staff # 7 Date of Hire: 01/11/1981	Met
Staff # 8 Date of Hire: 09/19/2016	Met
Staff # 9 Date of Hire: 03/29/2012	Met
Staff # 10 Date of Hire: 05/30/2014	Met
Staff # 11 Date of Hire: 08/21/2002	Met

Staff Credentials Reviewed: 11

591-1-1-.09 Criminal Records Check(CR)

Met

Comment

Criminal records checks were observed to be complete. The director provided two files for employees hired since last visit.

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

Met

Comment

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

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

Discussed staff training. Please obtain required documentation for training with the Bright from the Start code.

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**

Adequate supervision observed on this date.