



**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:** 2/27/2019    **VisitType:** Complaint Investigation & Licensing Study    **Arrival:** 10:30 AM    **Departure:** 2:45 PM

**CCLC-231**

**Washington County NB & PW Club**

815 Jordan Mill Rd. Sandersville, GA 31082 Washington County  
 (478) 553-9334 s.reaves@nbpw.org

**Regional Consultant**

Laura Johnson

Phone: (470) 891-3520

Fax: (678) 913-0577

laura.johnson@dec.al.gov

**Mailing Address**

P. O. Box 896  
 Sandersville, GA 31082

**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.
02/27/2019	Complaint Investigation & Licensing Study	Good Standing	
02/27/2019	Complaint Closure	Good Standing	
10/18/2018	Monitoring Visit	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
Bldg 1	#1-Right Hallway end-Front Room	PreK	2	16	C	20	C	NA	NA	Music
Bldg 1	#2-Right Hallway end-Back Room	PreK	2	20	C	20	C	NA	NA	Centers
Bldg 1	#3-Left Hallway-1st Right Room	Four Year Olds	2	15	C	22	C	NA	NA	Centers
Bldg 1	#4-Left Hallway end-Back Room	PreK	2	19	C	20	C	NA	NA	Centers
Bldg 1	#5-Left Hallway end-Front Room	PreK	2	19	C	20	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 102						Total Capacity @25 sq. ft.: 0				
Bldg 2	# 6 Left side	Four Year Olds	2	16	C	21	C	NA	NA	Field Trip
Bldg 2	#7-Right Side	Four Year Olds	2	12	C	21	C	NA	NA	Field Trip
Total Capacity @35 sq. ft.: 42						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 117			Total Capacity @35 sq. ft.: 144			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Bldg 1	Left side	131	C
Bldg 1	Right Front	50	C

### Comments

The purpose of today's visit is to conduct a Monitoring Visit.

The director stated that there have been no new hires since the last visit.

The center does not provide swimming activities or medications.

Plan of Improvement: Developed This Date 02/27/2019

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)



**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](mailto:qualityrated@dec.state.ga.us)

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Shonda Reaves, Program Official

Date

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Laura Johnson, Consultant

Date



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### Findings Report

**Date:** 2/27/2019 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 10:30 AM **Departure:** 2:45 PM

#### CCLC-231

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The following information is associated with a Licensing Study Visit:

### Activities and Equipment

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

Met

Correction Deadline: 10/18/2018

Corrected on 2/27/2019

.12(2) - This citation was observed corrected on this date. All equipment was observed to be replaced.

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

Met

#### 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.

<b>Facility</b>
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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)****Technical Assistance****Correction Deadline: 10/18/2018****Corrected on 2/27/2019**

**.25(17) - This citation was corrected on this date. The consultant did not observe any thorny bushes or plants growing through the fence.**

**Technical Assistance**

591-1-1-.25(3) - The consultant spoke with the director about replacing the tank on the back of toilet in the bathroom on the right side of building one.

**Correction Deadline: 2/27/2019**

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**591-1-1-.26 Playgrounds(CR)****Met****Correction Deadline: 10/18/2018****Corrected on 2/27/2019**

**.26(4) - This citation was corrected on this date. All gaps in the fence have been repaired.**

**Correction Deadline: 10/28/2018****Corrected on 2/27/2019**

**.26(6) - This citation was corrected on this date. The center has repainted the equipment. The director is planning to sand down and repaint all metal equipment.**

**Correction Deadline: 10/18/2018****Corrected on 2/27/2019**

**.26(9) - This citation was corrected on this date. The consultant observed all hazards to be repaired on this date.**

<b>Food Service</b>
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**591-1-1-.15 Food Service & Nutrition****Met****Comment**

Center menu meets USDA guidelines.

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

Kitchen appears clean and well organized.

**Technical Assistance**

591-1-1-.18(5) - The consultant spoke with the director on this date about ensuring that the freezer is maintained at zero degrees and that the refrigerator is maintained at forty degrees.

**Correction Deadline: 2/27/2019**

<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)**

N/A

**Comment**

There are no diapering children enrolled at the center.

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

Met

**Comment**

Proper hand washing observed throughout the center.

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

Met

**Comment**

Discussed proper medication documentation and procedures. Spoke with the director about updating medication logs every two weeks.

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**Safety**

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**591-1-1-.05 Animals**

N/A

**Comment**

Center does not keep animals on premises.

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

Met

**Comment**

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

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**591-1-1-.13 Field Trips(CR)**

Met

**Comment**

Field trip documentation observed to be complete.

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

Met

**Comment**

Complete documentation of transportation observed.

**Comment**

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

**Correction Deadline: 10/18/2018**

**Corrected on 2/27/2019**

**.36(4)(c) - This citation was corrected on this date. All buses present had a working fire extinguisher.**

**Correction Deadline: 10/19/2018**

**Corrected on 2/27/2019**

**.36(7)(b) - This was corrected on this date. All information was observed corrected on this date.**

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**Sleeping & Resting Equipment**

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**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.

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**Staff Records**

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**Records Reviewed: 23****Records with Missing/Incomplete Components: 12**

Staff # 1

Not Met

Date of Hire: 08/02/2001

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 2

Met

Date of Hire: 01/05/1998

Staff # 3

Not Met

Date of Hire: 03/28/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 4

Not Met

Date of Hire: 10/01/2009

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 5

Met

Date of Hire: 09/15/2015

Staff # 6

Not Met

Date of Hire: 07/17/2017

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 7

Not Met

Date of Hire: 10/04/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 8

Not Met

Date of Hire: 11/01/2017

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 9

Not Met

Date of Hire: 07/25/2011

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 10

Not Met

Date of Hire: 06/27/2005

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

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Staff # 11	Not Met
Date of Hire: 03/16/2015	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 12	Not Met
Date of Hire: 09/15/2015	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 13	Not Met
Date of Hire: 10/12/2017	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 14	Met
Date of Hire: 07/25/2001	
Staff # 15	Met
Date of Hire: 07/24/2006	
Staff # 16	Met
Date of Hire: 10/26/2012	
Staff # 17	Met
Date of Hire: 01/03/1994	
Staff # 18	Met
Date of Hire: 02/01/2014	
Staff # 19	Met
Date of Hire: 01/02/2008	
Staff # 20	Met
Date of Hire: 01/26/2004	
Staff # 21	Met
Date of Hire: 07/16/2001	
Staff # 22	Not Met
Date of Hire: 08/08/2001	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	



Staff # 23

Met

Date of Hire: 08/21/2000

**Staff Credentials Reviewed: 23**

**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.

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

**Met**

**Comment**

Complete first aid kits observed in center and on vehicles.

**Comment**

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

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

**Not Met**

**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 fifteen staff members only had eight hours of annual training for the calendar year 2018.

**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**

Staff observed to be compliant with applicable laws and regulations.

**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.