



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: 3/19/2018 **VisitType:** Licensing Study **Arrival:** 9:30 AM **Departure:** 12:45 PM

CCLC-23917

North Thompson Christian Learning Center

256 North Thompson Church Road Vidalia, GA 30474 Toombs County
 (912) 537-2373 NTCLC@Bellsouth.net

Regional Consultant

Kesha McNeal

Phone: (866) 359-1672

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kesha.mcneal@decal.ga.gov

Mailing Address

Same

Quality Rated: No

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.
03/19/2018	Licensing Study	Good Standing	
07/20/2017	Monitoring Visit	Good Standing	
03/15/2017	Complaint 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 - 1st Left	Infants	1	5	C	6	C	NA	NA	Diapering, Nap, Floor Play
Main	B - 2nd Left	One Year Olds	1	5	C	15	C	NA	NA	Floor Play, Transitioning, Story
Main	C - 3rd Left	Two Year Olds and Three Year Olds	1	8	C	11	C	NA	NA	Free Play, Transitioning, Circle Time
Main	D - 4th Left		0	0	C	9	C	NA	NA	
Main	E - 3rd Right	Three Year Olds and Four Year Olds	1	12	C	12	C	NA	NA	Circle Time, Transitioning, Free Play
Main	F - 2nd Right		0	0	C	12	C	NA	NA	
Main	H - 1st Right		0	0	C	12	C	NA	NA	

Total Capacity @35 sq. ft.: 77

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 30

Total Capacity @35 sq. ft.: 77

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground - A	48	C
Main	Playground - B	40	C


Comments

Center director provided one file for an employee hired since the last visit on this date.

The center does participate in transportation, but does not conduct field trips or administer medications on this date.

Plan of Improvement: Developed This Date 03/19/2018

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

Susan Mosley, Program Official

Date

Kesha McNeal, Consultant

Date



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Findings Report

Date: 3/19/2018 **VisitType:** Licensing Study **Arrival:** 9:30 AM **Departure:** 12:45 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Technical Assistance

Comment

A variety of equipment and toys were observed throughout the center.

Comment

Discussed rotating toys to support the procedures of daily disinfecting.

Technical Assistance

591-1-1-.12(2) - Please ensure that equipment and toys are kept clean in the 1st left classroom.

Correction Deadline: 3/19/2018

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: 3

Child # 1 Met

Child # 2 Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Address Missing

Child # 3 Not Met

"Missing/Incomplete Components"

.08(1)(a)-Special Care Procedures,.08(1)(a)-Work Address Missing,.08(3)-Address of Release Person Missing,.08(1)-Allergies and Disabilities,.08(2)-Immunization

Child # 4 Not Met
"Missing/Incomplete Components"
.08(2)-Immunization

Child # 5 Met

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

Not Met

Comment

Parent agreements observed obtained/completed.

Finding

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on the consultant's review that two of five files were incomplete.

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 3/19/2018

Finding

591-1-1-.08(2) requires Center Staff to maintain a file for each child that includes evidence of age-appropriate immunizations or a signed affidavit against such immunizations for each child enrolled in the center on a form approved by the Department, and to allow no child to continue enrollment in the Center for more than thirty (30) days without such evidence. It was determined based on the consultant's review that two of five immunizations were not current.

POI (Plan of Improvement)

Center staff will have and use a plan to track immunization forms for all enrolled children and to ensure the form or affidavit are obtained from the parent or guardian within 30 days of enrollment. Parents will be informed their child cannot remain enrolled in the center without this documentation.

Correction Deadline: 3/29/2018

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)

Not Met

Comment

No hazards observed accessible to children on this date.

Finding

591-1-1-.25(7) requires that doors to rooms not approved for child care, other than the kitchen doors, be latched or locked so children cannot wander into those areas. Except in School-age Centers, interior Center door locks shall permit Personnel to open the locked room from outside of the room in an emergency. It was determined based on the consultant's observation that the storage closet in classroom B was not locked or latched as required.

POI (Plan of Improvement)

The Center will routinely check that doors to unapproved rooms remain latched or locked and that Staff can open the locked rooms in an emergency.

Correction Deadline: 3/19/2018

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

Not Met

Finding

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on the consultant's observation that there was a five inch gap located on the front middle section of the toddler playground causing a potential entrapment hazard. It was further determined based on the consultant's observation that there was a four inch gap located on the back middle section of the school age playground.

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 repair any hazards. 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: 3/19/2018

Recited on 3/19/2018

Correction Deadline: 7/20/2017

Corrected on 3/19/2018

.26(6) - Previous citation observed corrected in that the hazardous items have been removed.

Food Service

591-1-1-.15 Food Service & Nutrition

Met

Comment

Center menu meets USDA guidelines.

Comment

Please ensure that bottles are covered and fully labeled with child's full name.

Comment

Please ensure that infant feeding forms are updated regularly.

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>

Health and Hygiene

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

Comment

Proper diapering procedures observed.

591-1-1-.17 Hygiene(CR) Not Met

Finding

591-1-1-.17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined based on the consultant's observation that a staff member in the first left classroom did not wash their hands before diapering.

POI (Plan of Improvement)

The Center will ensure liquid soap and warm running water are available for handwashing, train Staff on the handwashing requirements, review the requirements with Staff periodically, and monitor handwashing.

Correction Deadline: 3/19/2018

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

Comment

Discussed proper medication documentation and procedures. Center director stated that no medication is being dispensed on this date.

Policies and Procedures

Finding

591-1-1-.21(1)(p) requires the Center to have a written plan for handling emergencies, including but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the Center; to have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations. The plan must apply to all children in care and include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions and shall include assurance that no Center Personnel will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals. It was determined based on the consultant's review that the center did not have a complete plan that included: shelter-in-place, communication and reunification with families, children with disabilities, and children with chronic medical conditions and shall include assurance that no Center Personnel will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals.

POI (Plan of Improvement)

The Center will write or revise an emergency plan that includes all of the required items.

Correction Deadline: 3/24/2018

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 the consultant's review of records that the center did not document a fire drill for the month of February 2017.

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: 3/24/2018

Safety

591-1-1-.05 Animals

Met

Comment

Center does not keep animals on premises.

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

Comment

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

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

Met

Comment

Center does not participate in field trips at this time.

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

Met

Comment

Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director.

Comment

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

Sleeping & Resting Equipment

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

Pleasant naptime environment observed.

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: 6**Records with Missing/Incomplete Components: 6**

Staff # 1

Not Met

Date of Hire: 08/01/2015

"Missing/Incomplete Components"

.33(4)-1st Yr. Training 4 Hrs. Missing

Staff # 2

Not Met

Date of Hire: 03/26/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.14(2)-First Aid Missing,.14(2)-CPR missing,.09-Criminal Records Check Dissatisfied

Staff # 3

Not Met

Date of Hire: 06/04/2007

"Missing/Incomplete Components"

.36(3)(a-b)-2 hrs. Transportation Training missing,.33(5)-10 Hrs. Annual Training

Staff # 4

Not Met

Date of Hire: 09/06/2014

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training,.36(3)(a-b)-2 hrs. Transportation Training missing

Staff # 5

Not Met

Date of Hire: 02/11/2010

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 6

Not Met

Date of Hire: 10/01/2006

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training,.36(3)(a-b)-2 hrs. Transportation Training missing

Staff Credentials Reviewed: 6

591-1-1-.09 Criminal Records Check(CR)**Not Met****Comment**

Director provided one file(s) for employees hired since last visit.

Finding

591-1-1-.09(1)(d) requires each Employee and Center Director hired on or after January 1, 2014 to have a satisfactory Fingerprint Records Check Determination with a Records Check Clearance date that is within 12 months of their hire date. In order for the Department to issue a satisfactory Fingerprint Records Check Determination, each Employee and Director must submit both a Fingerprint Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on the consultant's review of records that a staff member hired on November 25, 2017 did not have a Records Check Clearance date that is within 12 months of their hire date.

POI (Plan of Improvement)

The Center will ensure that each director and employee hired after January 1, 2014 has a satisfactory Fingerprint Records Check Determination dated within 12 months of the hire date and will submit the required documents to obtain the determination if they have not already done so. A one day letter was left on this date.

Correction Deadline: 3/19/2018

591-1-1-.14 First Aid & CPR**Not Met****Comment**

Complete kits observed in center and on vehicles.

Comment

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

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 the consultant's review that one staff member hired November 15, 2017 did not obtain certification in first aid and CPR within 90 days of their hire date.

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: 4/18/2018

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 the consultant's review of records that 1 of 6 employees did not complete health and safety training.

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: 3/29/2018

Recited on 3/19/2018

Finding

Previously Cited: 591-1-1-.33(3) requires all staff who provide any direct care to children, except independent contractors, Students-in-Training and volunteers, to obtain ten (10) clock hours of training or instruction in child care issues from an accredited school or Department-approved source. It was determined based on the consultant's review that 1 of 6 staff members did not complete their first year training on this date.

591-1-1-.33(4) requires all Staff who provide any direct care to children, except independent contractors, Students-in-Training and volunteers, to obtain ten (10) clock hours of training or instruction in child care issues from an accredited school or Department-approved source. At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children. It was determined based on the consultant's review that 1 of 6 staff members did not complete four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control.

POI (Plan of Improvement)

Previously Cited: The center will plan and schedule training and follow up to ensure that direct care staff complete the required training.

The Center will plan and schedule training and follow up to ensure that direct care Staff complete the required hours of training in the required subjects.

Correction Deadline: 4/19/2018

Recited on 3/19/2018

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 the consultant's review of records that four of six staff members did not complete ten hours of annual training for 2017.

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: 4/18/2018

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.

Finding

591-1-1-.32(7) requires that children be supervised at all times and that the persons supervising in the child care area be alert, able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the chaperones and Students-in-Training, and provide timely attention to the children's actions and needs. It was determined based on the consultant's observation that a staff member was observed briefly stepping over the threshold to open the door of the center.

POI (Plan of Improvement)

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

Correction Deadline: 3/19/2018