



**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:** 6/12/2018    **VisitType:** POI Follow Up    **Arrival:** 10:40 AM    **Departure:** 12:30 PM

**CCLC-243**

**Wee Tots Child Care**

166 Honey Hole Rd. Thomson, GA 30824 McDuffie County  
 (706) 597-8855 gran9452@bellsouth.net

**Regional Consultant**

Valarie Musselwhite

Phone: (770) 357-9988

Fax: (678) 302-2440

valarie.musselwhite@decal.ga.gov

**Mailing Address**

Same

**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.
06/12/2018	POI Follow Up	Good Standing	
05/21/2018	POI Follow Up	Good Standing	
04/19/2018	Monitoring Visit	Deficient	

**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 1	A-Right	Infants and One Year Olds	2	10	C	21	C	NA	NA	Nap,Lunch
Building 1	B- Left	Three Year Olds	2	5	C	28	C	NA	NA	Lunch
Building 1	Back	Three Year Olds and Six Year Olds and Over	4	23	C	32	C	45	C	Story,Art
Total Capacity @35 sq. ft.: 81			Total Capacity @25 sq. ft.: 99							
Building 2	A- Entrance		0	0	C	7	C	NA	NA	
Building 2	B-Front		0	0	C	11	C	NA	NA	
Total Capacity @35 sq. ft.: 18			Total Capacity @25 sq. ft.: 99							
Total # Children this Date: 38			Total Capacity @35 sq. ft.: 99			Total Capacity @25 sq. ft.: 99				

Building	Playground	Playground Occupancy	Playground Compliance
Building 1	Back	46	C

**Comments**

Consultant discussed first year training requirements for staff and requested the center fax consultant the satisfactory letter for missing staff once received.

Plan of Improvement: Developed This Date 06/12/2018

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](http://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@decals.ga.gov](mailto:CCSRefutations@decals.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://decals.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.decals.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@decals.ga.gov](mailto:qualityrated@decals.ga.gov)

Laveta Grant, Program Official

Date

Valarie Musselwhite, Consultant

Date



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### Findings Report

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The following information is associated with a POI Follow Up:

### Activities and Equipment

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

Not Met

#### Finding

591-1-1-.12(6) requires that a variety of age-appropriate toys and play materials be available, stored on low, open shelves accessible to children in each room or assigned area. It was determined based on an observation that Classroom A - Right did not have a variety of age appropriate toys accessible for the children.

#### POI (Plan of Improvement)

The Center director will ensure there is a variety of age-appropriate toys and play materials in each room for each age group. that are stored on low, open shelves accessible to children.

**Correction Deadline: 6/26/2018**

**Recited on 6/12/2018**

### Staff Records

**Records Reviewed: 14**

**Records with Missing/Incomplete Components: 2**

Staff # 1	Met
Date of Hire: 05/01/2008	
Staff # 2	Met
Date of Hire: 06/30/2013	
Staff # 3	Met
Date of Hire: 11/20/2017	
Staff # 4	Met
Date of Hire: 11/01/1995	
Staff # 5	Met

**Records Reviewed: 14****Records with Missing/Incomplete Components: 2**

Date of Hire: 08/07/2015

Staff # 6 Met

Date of Hire: 06/06/2017

Staff # 7 Not Met

Date of Hire: 05/21/2018

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8 Met

Date of Hire: 04/06/2012

Staff # 9 Met

Date of Hire: 06/05/1996

Staff # 10 Met

Date of Hire: 09/25/2017

Staff # 11 Met

Date of Hire: 08/07/2001

Staff # 12 Met

Date of Hire: 05/27/2015

Staff # 13 Not Met

Date of Hire: 02/18/2019

"Missing/Incomplete Components"

.33(4)-1st Yr. Training 2 Hrs. (Abuse) Missing,.33(4)-1st Yr. Training 4 Hrs. Missing

Staff # 14 Met

Date of Hire: 06/05/1996

**Staff Credentials Reviewed: 14****591-1-1-.09 Criminal Records Check(CR)****Not Met****Finding**

591-1-1-.09(1)(h) requires that for a Provisional Employee to become a permanent Employee, the individual must have a satisfactory Fingerprint Records Check Determination. It was determined based on a review of records that one staff hired on May 21, 2018 was past the 21 day deadline to have a satisfactory criminal records check letter on file, but has submitted an application to the department on June 11, 2018.

**POI (Plan of Improvement)**

The Center will ensure that Provisional Employees obtain a satisfactory Fingerprint Records Check Determination in order to become an Employee.

**Correction Deadline: 6/12/2018**

**Technical Assistance**

591-1-1-.09(1)(i) - Reminder to request portability for employee by July 7, 2018.

**Correction Deadline: 6/12/2018**

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

**Not Met**

**Correction Deadline: 6/8/2018**

**Corrected on 6/12/2018**

**.33(3) - Correction of previous citation in that consultant observed staff to have the required Health and Safety Orientation Training completed and on file.**

**Finding**

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 a review of records that one staff did not obtain the required first year training.

**POI (Plan of Improvement)**

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: 7/3/2018**

**Recited on 6/12/2018**

**Correction Deadline: 6/8/2018**

**Corrected on 6/12/2018**

**.33(5) - Correction of previous citation in that consultant observed cook to have the required nutrition training completed and on file.**

**Staffing and Supervision**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.32(4)(b) - Ensure two and three year old combined classrooms have parent permission on file.

**Correction Deadline: 6/12/2018**

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

**Not Met**

**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 an observation upon the consultant's arrival that one child was sitting in the front office waiting area out of sight from any staff. The child was alone for a brief moment as clerical staff walked down the hallway and back.

**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: 6/12/2018**