



**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:** 4/16/2019 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 2:00 PM

**CCLC-24781**

**Regional Consultant**

**Tift Child Development Center**

622 West Tift Avenue Albany, GA 31706 Dougherty County  
 (229) 434-7338 lluke@swgacac.com

Phone:  
 Fax:  
 rukiya.thomas@decal.ga.gov

**Mailing Address**  
 P.O. Box 3767  
 Albany, GA 31701

**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.
04/16/2019	Licensing Study	Good Standing	
12/20/2018	Licensing Study	Good Standing	
04/05/2018	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
Main	Classroom 1	Three Year Olds and Four Year Olds	2	14	C	24	C	NA	NA	Transitioning
Main	Classroom 2	Three Year Olds and Four Year Olds	3	13	C	24	C	NA	NA	Circle Time
Main	Classroom 3	Three Year Olds and Four Year Olds	2	17	C	24	C	NA	NA	Art
Main	Classroom 4	PreK	2	19	C	24	C	NA	NA	Centers
Main	Classroom 5	Four Year Olds	2	13	C	24	C	NA	NA	Transitioning
Main	Classroom 6	Four Year Olds and Five Year Olds	3	14	C	24	C	NA	NA	Outside
Main	Classroom 7	Four Year Olds and Five Year Olds	2	15	C	24	C	NA	NA	Circle Time
Main	Classroom 8	Four Year Olds and Five Year Olds	2	13	C	24	C	NA	NA	Transitioning

Total Capacity @35 sq. ft.: 192

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 118

Total Capacity @35 sq. ft.: 192

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Outside Playground	211	C

**Comments**

The director will submit a waiver by April 30, 2019 because they are unable to get warm running water in the classrooms without a hardship.

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](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.

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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LoTonya Luke, Program Official

Date

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Allison Morrison, Consultant

Date



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### Findings Report

**Date:** 4/16/2019 **VisitType:** Licensing Study

**Arrival:** 10:00 AM

**Departure:** 2:00 PM

**CCLC-24781**

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Albany, GA 31701

#### Regional Consultant

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rukiya.thomas@dec.al.ga.gov

The following information is associated with a Licensing Study:

### Activities and Equipment

#### 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

The director stated that the 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

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<b>591-1-1-.06 Bathrooms</b>	<b>Met</b>
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**Comment**

Bathrooms were observed to be clean and well maintained.

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<b>591-1-1-.19 License Capacity(CR)</b>	<b>Met</b>
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**Comment**

Licensed capacity was observed to be routinely met by center.

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<b>591-1-1-.25 Physical Plant - Safe Environment(CR)</b>	<b>Met</b>
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**Correction Deadline: 1/3/2019**

**Corrected on 4/16/2019**

**.25(3) - The consultant observed all hand washing taking place in the restroom in the hallway during the visit. The center is going to submit a waiver due to the hardship the center would incur to add warm running water to the classroom sinks. The center will submit a waiver to the department by April 30, 2019.**

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<b>591-1-1-.26 Playgrounds(CR)</b>	<b>Met</b>
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**Comment**

Playground was observed to be clean and in good repair.

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

The center menu meets USDA guidelines.

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<b>591-1-1-.18 Kitchen Operations</b>	<b>Met</b>
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**Comment**

The kitchen appears clean and well organized.

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

There were no diapering children enrolled in the program on this date.

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<b>591-1-1-.17 Hygiene(CR)</b>	<b>N/A</b>
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**Comment**

Staff were observed to remind children to wash hands.

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<b>591-1-1-.20 Medications(CR)</b>	<b>N/A</b>
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**Comment**

The director stated that they have not dispensed medication since their last visit on December 20, 2018.

<b>Policies and Procedures</b>
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<b>591-1-1-.21 Operational Policies &amp; Procedures</b>	<b>Technical Assistance</b>
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**Technical Assistance**

591-1-1-.21(3) - The consultant discussed adding lock down drills to the routine emergency drills conducted at the center.

**Correction Deadline: 4/21/2019**

## Safety

### 591-1-1-.05 Animals

Met

#### Comment

Center does not keep animals on the premises.

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

Met

#### Comment

Age-appropriate discussion and redirection was observed.

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

Met

#### Comment

Field trip documentation was observed to be complete.

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

Not Met

**Correction Deadline: 12/30/2018**

**Corrected on 4/16/2019**

**.36(3)(a-b) - The previous citation was observed to be corrected.**

#### Finding

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on a review of records that on March 21, 2019 the center participated in a field trip to Central Library where 17 children were identified as going and the children were marked as loaded at 9:56 a.m. and marked as unloaded at 10:01 a.m. The children were not marked as loaded/unloaded when the center left the Central Library that day.

#### POI (Plan of Improvement)

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

**Correction Deadline: 4/16/2019**

**Recited on 4/16/2019**

**Correction Deadline: 12/21/2018**

**Corrected on 4/16/2019**

**.36(7)(d)1. - The previous citation was observed to be corrected.**

**Correction Deadline: 12/20/2018**

**Corrected on 4/16/2019**

**.36(7)(d)2. - The previous citation was observed to be corrected on this date.**

## Sleeping & Resting Equipment

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

Met

#### Comment

Pleasant naptime environment was observed.

## Staff Records

Staff # 1	Met
Date of Hire: 01/26/2017	
Staff # 2	Met
Date of Hire: 10/31/2016	
Staff # 3	Met
Date of Hire: 08/29/2005	
Staff # 4	Met
Date of Hire: 11/19/2018	
Staff # 5	Met
Date of Hire: 10/28/2016	
Staff # 6	Met
Date of Hire: 12/06/2016	
Staff # 7	Met
Date of Hire: 10/31/2016	
Staff # 8	Met
Date of Hire: 08/08/2007	
Staff # 9	Met
Date of Hire: 09/12/2018	
Staff # 10	Met
Date of Hire: 08/03/2018	
Staff # 11	Met
Staff # 12	Met
Date of Hire: 09/13/2017	
Staff # 13	Met
Date of Hire: 10/02/2017	
Staff # 14	Met
Staff # 15	Met
Date of Hire: 09/27/2016	
Staff # 16	Met
Date of Hire: 09/04/2018	

**Records Reviewed: 30**

**Records with Missing/Incomplete Components: 0**

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Staff # 17	Met
Date of Hire: 07/26/2018	
Staff # 18	Met
Date of Hire: 03/15/2018	
Staff # 19	Met
Date of Hire: 12/06/2016	
Staff # 20	Met
Date of Hire: 11/08/2016	
Staff # 21	Met
Date of Hire: 04/06/2009	
Staff # 22	Met
Date of Hire: 10/25/2016	
Staff # 23	Met
Date of Hire: 11/28/2016	
Staff # 24	Met
Date of Hire: 07/11/2011	
Staff # 25	Met
Date of Hire: 01/17/2019	
Staff # 26	Met
Date of Hire: 10/24/2016	
Staff # 27	Met
Date of Hire: 05/10/2006	
Staff # 28	Met
Date of Hire: 12/06/2016	
Staff # 29	Met
Date of Hire: 07/11/2005	
Staff # 30	Met
Date of Hire: 08/01/2006	

**Staff Credentials Reviewed: 30**

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<b>591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)</b>	<b>Met</b>
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**Comment**

Director provided 1 file for employees hired since last visit.

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<b>591-1-1-.14 First Aid &amp; CPR</b>	<b>Met</b>
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**Comment**

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

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<b>591-1-1-.33 Staff Training</b>	<b>Met</b>
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**Correction Deadline: 1/19/2019**

**Corrected on 4/16/2019**

.33(3) - The consultant observed health and safety training for a staff member whose hire date was January 17, 2019.

**Correction Deadline: 1/19/2019**

**Corrected on 4/16/2019**

.33(4) - The previous citation was observed to be corrected on this date.

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<b>591-1-1-.31 Staff(CR)</b>	<b>Met</b>
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**Comment**

Staff was observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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<b>591-1-1-.32 Staff:Child Ratios and Group Size(CR)</b>	<b>Met</b>
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**Comment**

Center observed to maintain appropriate staff:child ratios.

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<b>591-1-1-.32 Supervision(CR)</b>	<b>Met</b>
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**Comment**

Adequate supervision was observed on this date.