



**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:** 10/22/2020 **VisitType:** Monitoring Visit

**Arrival:** 4:00 PM

**Departure:** 5:00 PM

**CCLC-29130**

**First Baptist Church Afterschool Program**

95 West Morse Street Forsyth, GA 31029 Monroe County  
 (478) 994-5240 carlaniblett@fbcforseyth.com

**Regional Consultant**

Laura Johnson

Phone: (470) 891-3520

Fax: (678) 913-0577

laura.johnson@dec.al.ga.gov

**Mailing Address**  
 Same

**Quality Rated:** No

<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.
10/22/2020	Monitoring Visit	Good Standing	
10/17/2019	Monitoring Visit	Good Standing	
04/25/2019	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 (101A Back)	Six Year Olds and Over	1	7	C	14	C	NA	NA	Homework
Main	Classroom 2 (101A Right)		0	0	C	12	C	NA	NA	
Main	Classroom 3 (201A)		0	0	C	16	C	NA	NA	
Main	Classroom 4 (202A)		0	0	C	15	C	NA	NA	
Main	Fellowship Hall	Six Year Olds and Over	1	13	C	57	C	NA	NA	Outside
Main	Library (Special Use)		0	0	C	26	C	NA	NA	
		Total Capacity @35 sq. ft.: 90			Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Playground Limitations			
Total # Children this Date: 20		Total Capacity @35 sq. ft.: 90			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Main Plgd	30	C

**Comments**

A virtual inspection was conducted on October 22, 2020 with the Carla Niblett. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on August 15, 2020 was reviewed during the virtual inspection.

A one-day letter was left for one employee during the visit.

Plan of Improvement: Developed This Date 10/22/2020

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.

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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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Carla Niblett, Program Official

Date

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Laura Johnson, Consultant

Date



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### Findings Report

**Date:** 10/22/2020 **VisitType:** Monitoring Visit

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#### CCLC-29130

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

Met

##### Comment

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

##### Comment

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on this date.

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

N/A

##### Comment

Center does not provide swimming activities.

### Facility

#### 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 Evaluated

##### Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

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

Met

##### Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

### Health and Hygiene

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

No children enrolled who require diapering. School age children attend only for after school hours.

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

Proper hand washing observed throughout the center.

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

The Provider currently does not dispense/administer medication.

<b>Safety</b>
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<b>591-1-1-.11 Discipline(CR)</b>	<b>Met</b>
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**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director on this date.

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<b>591-1-1-.36 Transportation(CR)</b>	<b>Met</b>
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**Comment**

A current/completed inspection was observed for all vehicles used in transporting children this date.

**Comment**

Complete documentation of transportation observed.

<b>Sleeping &amp; Resting Equipment</b>
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<b>591-1-1-.30 Safe Sleeping and Resting Requirements(CR)</b>	<b>Met</b>
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**Comment**

Sleeping/Naps are not required for this program. School age children attend only for after school hours.

<b>Staff Records</b>
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<b>Records Reviewed: 5</b>
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<b>Records with Missing/Incomplete Components: 1</b>
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Staff # 1	Met
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Date of Hire: 09/01/2020

Staff # 2	Not Met
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Date of Hire: 09/01/2020

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 3	Met
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Date of Hire: 03/01/2020

Staff # 4	Met
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Staff # 5	Met
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Date of Hire: 08/01/2019

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**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that one employee was hired on September 1, 2020 and no Records Check Application was submitted to the Department or to an authorized fingerprinting site.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will complete the related video units specific to the Criminal Records Check violations and complete the Affidavit Verifying Completion of Background Check Video Units to ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will submit a Records Check Application to the Department and to an authorized fingerprinting site before any potential employees are hired to ensure the CRC rules are maintained.

**Correction Deadline: 10/22/2020****Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that one employee was hired on September 1, 2020 and does not have a valid satisfactory Comprehensive Records Check Determination on file.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will review their Decal Koala and verify a satisfactory Comprehensive Records Check is on file to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will verify that a satisfactory Comprehensive Records Check is approved before hiring any new employees to ensure the CRC rules are maintained.

**Correction Deadline: 10/22/2020**

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

Documentation observed of required staff training.

**Defer**

591-1-1-.33(6)- This citation was deferred. Annual training will be reviewed during the next regulatory visit at the center. A virtual inspection was conducted on this date. An in-person visit was not conducted due to the COVID-19 pandemic.

**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: 5/25/2019**

**Comment**

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on August 15, 2020.

<b>Staffing and Supervision</b>
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**Correction Deadline: 10/17/2019**

**Corrected on 10/22/2020**

**.32(1) - This citation was corrected on this date. Appropriate staff:child ratios were observed during a virtual visit on this date.**

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.