



**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:** 10/23/2019 **VisitType:** Complaint Investigation Follow Up **Arrival:** 10:35 AM **Departure:** 1:30 PM

**CCLC-29179**

**Lil Bo Peep Learning Center, LLC**

413 Salem Road Thomson, GA 30824 McDuffie County  
 (706) 595-7000 mosscenter@rocketmail.com

**Mailing Address**  
 Same

**Regional Consultant**

Valarie Musselwhite

Phone: (770) 357-9988

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valarie.musselwhite@decal.ga.gov

Joint with: Rachel Fowler

**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.
10/23/2019	Complaint Investigation Follow Up	Good Standing	
07/18/2019	Complaint Closure	Good Standing	
07/18/2019	Complaint Investigation & 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 2	Infant/Toddler	Infants and One Year Olds	2	9	C	12	C	NA	NA	Lunch,Nap
Total Capacity @35 sq. ft.: 12			Total Capacity @25 sq. ft.: 47							
Main	A-Front Left	Three Year Olds and Four Year Olds	1	4	C	10	C	14	C	Nap,Lunch
Main	B=Front Right		0	0	C	8	C	NA	NA	
Main	C-Back Right		0	0	C	5	C	NA	NA	
Main	D-Back Left	Two Year Olds	1	6	C	12	C	NA	NA	Lunch,Nap,Music
Total Capacity @35 sq. ft.: 35			Total Capacity @25 sq. ft.: 47							
Total # Children this Date: 19			Total Capacity @35 sq. ft.: 47			Total Capacity @25 sq. ft.: 47				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Large	106	C
Main	Small	12	C

**Comments**

Plan of Improvement: Developed This Date 10/23/2019

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/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)

Date \_\_\_\_\_

Date \_\_\_\_\_

Date



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### Findings Report

**Date:** 10/23/2019 **VisitType:** Complaint Investigation  
Follow Up

**Arrival:** 10:35 AM

**Departure:** 1:30 PM

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The following information is associated with a Complaint Investigation Follow Up:

### Activities and Equipment

**591-1-1-.03 Activities**

**Technical Assistance**

**Technical Assistance**

591-1-1-.03(13) - Please ensure the posted daily scheduled is followed.

**Correction Deadline: 10/23/2019**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.12(4) - Please ensure the television in the after school room is secure to prevent from tipping over.

**Correction Deadline: 10/23/2019**

### Children's Records

**Records Reviewed: 3**

**Records with Missing/Incomplete Components: 3**

Child # 1

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 2

Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Address Missing,.08(1)(a)-Work Number Missing,.08(3)-Address of Release Person Missing

Child # 3

Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Address Missing,.08(3)-Address of Release Person Missing

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**591-1-1-.08 Children's Records****Not Met****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 a review of records that three of three children's 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: 10/23/2019****Recited on 10/23/2019**

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

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

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**591-1-1-.25 Physical Plant - Safe Environment(CR)****Not Met****Technical Assistance**

591-1-1-.25(11) - Please ensure all rugs are tight and smooth to the flooring so that they do not pose as potential tripping hazards.

**Correction Deadline: 11/22/2019****Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on an observation that four roaches were in the kitchen, on the counter top, to the left of the sink.

**POI (Plan of Improvement)**

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

**Correction Deadline: 10/23/2019**

<b>Food Service</b>
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**591-1-1-.15 Food Service & Nutrition****Not Met**

**Finding**

591-1-1-.15(1) requires that meals and snacks are served, with serving sizes dependent upon the age of the child, that meet nutritional guidelines as established by the United States Department of Agriculture Child and Adult Care Food Program. Meals and snacks shall be varied daily, and additional servings of nutritious food shall be offered to children over and above the required daily minimum, if not contraindicated by special diets. It was determined based on a staff statement that children are not offered additional servings above the required daily minimum. It was further determined, that the consultant did not observe staff to offer seconds in Classroom Front Left during lunch.

**POI (Plan of Improvement)**

Center Staff will prepare menus and/or serve foods that meet the USDA guidelines and will offer and serve seconds to children.

**Correction Deadline: 10/23/2019**

**Finding**

591-1-1-.15(3) requires baby bottles and formula to be labeled with the individual child's name; supplied by the Parent daily in bottles; and refrigerated at a temperature of forty (40) degrees Fahrenheit or less. Only the current day's formula or breast milk shall be served. If formula must be provided by the Center, only commercially prepared, ready-to-feed formula shall be used. Refrigerated or frozen breast milk shall only be heated or thawed under warm running water or in a container of warm water. It was determined based on an observation that bottles were not labeled with the child's name or the current date.

**POI (Plan of Improvement)**

The Center will train Staff to follow the required procedures, ensure that parents are fully informed, and will review and monitor regularly.

**Correction Deadline: 10/23/2019**

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

591-1-1-.18(1) - Consultant and director discussed disposing of expired milk.

**Correction Deadline: 10/23/2019**

**Technical Assistance**

591-1-1-.18(8) - Consultant and director discussed ensuring all stored and refrigerated foods are properly covered.

**Correction Deadline: 10/23/2019**

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<b>Health and Hygiene</b>
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**591-1-1-.17 Hygiene(CR)****Technical Assistance****Technical Assistance**

591-1-1-.17(6) - Please ensure all trash cans have tight fitting lids.

**Correction Deadline: 10/23/2019**

**Technical Assistance**

591-1-1-.17(7) - Please ensure one-year-old children are using warm water and soap to achieve proper hand washing.

**Correction Deadline: 10/23/2019**

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<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Not Met****Finding**

591-1-1-.30(1)(a)2 requires that a crib mattress is firm, tight-fitting without gaps, at least 2 inches thick and covered with a waterproof, washable material. Before a change of occupant, each mattress shall be cleaned with a disinfectant. It was determined based on an observation that four of six crib mattresses in the infant classroom were torn and exposed large areas of foam.

**POI (Plan of Improvement)**

The center will ensure that a crib mattress is firm, tight-fitting without gaps, at least 2 inches thick, and without holes.

**Correction Deadline: 10/23/2019****Staff Records****Records Reviewed: 6****Records with Missing/Incomplete Components: 1**

Staff # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 2	Met
Staff # 3	Met
Staff # 4	Met
Staff # 5	Met
Staff # 6	Met

**Staff Credentials Reviewed: 5****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 an observation that one staff was observed to let the consultant into the front entrance of the center, supervise children independently in Classroom Front Left, and did not have a record check application on file.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will watch the videos 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 watch the videos to ensure the CRC rules are maintained.

**Correction Deadline: 10/23/2019**

**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 an observation that one staff was observed to let the consultant into the front entrance of the center, supervise children independently in Classroom Front Left, and did not have a current satisfactory comprehensive records check on file.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will watch the videos 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 watch the videos to ensure the CRC rules are maintained.

**Correction Deadline: 10/23/2019**

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

**Met**

**Correction Deadline: 11/29/2019**

**Corrected on 10/23/2019**

**.14(2) - Consultant observed previously cited staff to have current First Aid and CPR training.**

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**591-1-1-.31 Staff(CR)**

**Not Met**

**Finding**

591-1-1-.31(11) requires the Center to have qualified and sufficient direct-care, clerical, housekeeping, maintenance and other employees to ensure full compliance with these rules without neglecting the supervision of children. It was determined based on an observation that the center does not have an adequate amount of staff to carry out the daily duties of the center while maintaining compliance.

**POI (Plan of Improvement)**

The Center will ensure that an adequate number of qualified employees is available to ensure full compliance with these rules without neglecting the supervision of the children.

**Correction Deadline: 10/23/2019**

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

**Met**

**Correction Deadline: 7/18/2019**

**Corrected on 10/23/2019**

**.32(5) - Correction of previous citation in that the consultant observed all classrooms to have adequate 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 an observation that the director had children line up in the hallway while the director entered the kitchen to fix lunches and retrieve milk.

**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: 10/23/2019**