



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: 9/18/2019 **VisitType:** Licensing Study

Arrival: 9:05 AM

Departure: 2:45 PM

CCLC-31733

The Children's House

600 E. 71st St. Savannah, GA 31405 Chatham County
 (912) 819-7200 perkinsro@sjchs.org

Mailing Address
 Same

Regional Consultant

Kesha McNeal

Phone: (866) 359-1672

Fax: (866) 359-7490

kesha.mcneal@dec.al.gov

Joint with: Chrissy Miller

Quality Rated: ★ ★ ★

| 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. |
|------------------------------------|------------------|---------------|--|
| 09/18/2019 | Licensing Study | Good Standing | |
| 01/29/2019 | Monitoring Visit | Good Standing | |
| 09/21/2018 | 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 | 2A | Three Year Olds | 2 | 19 | C | 17 | NC | NA | NA | Music,Centers,Tr ansitioning,Nap |
| Main | 3's | Three Year Olds | 2 | 8 | C | 31 | C | NA | NA | Outside,Transitio ning,Art |
| Main | Infant I | Infants | 3 | 11 | C | 14 | C | NA | NA | Transitioning,Na p,Diapering,Feed ing |
| Main | Infant II | One Year Olds | 3 | 11 | C | 15 | C | NA | NA | Outside,Snack,FI oor Play,Diapering,Tr ansitioning |
| Main | Pre-K A | PreK | 2 | 20 | C | 28 | C | NA | NA | Centers,Transitio ning |
| Main | Pre-K B | PreK | 2 | 20 | C | 32 | C | NA | NA | Transitioning,Ce nters |
| Main | Upstairs (Library) | | 0 | 0 | C | 31 | C | NA | NA | |
| Main | Waddlers | One Year Olds and Two Year Olds | 2 | 11 | C | 18 | C | NA | NA | Outside,Centers, Transitioning |

Total Capacity @35 sq. ft.: 186

Total Capacity @25 sq.
ft.: 0

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|--------------------|----------------------|-----------------------|
| Main | Playground B | 84 | C |
| Main | Pre-K A Playground | 89 | C |
| Main | Waddler Playground | 18 | C |

Comments

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

Field trip documentation observed to be complete. The consultant observed walking field trips to Candler Hospital Auditorium on May 3, 2019, and May 7, 2019.

On this date the consultant and director discussed the definition of a volunteer and student in training.

All current staff had evidence of comprehensive background checks on file on this date.

The center does participate in field trips, and medication.

The center does not conduct transportation or participate in swimming.

Plan of Improvement: Developed This Date 09/18/2019

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/Regulations.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.

- 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.decal.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@decal.ga.gov

robin perkins, Program Official

Date

Kesha McNeal, Consultant

Date

Chrissy Miller, Consultant

Date



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

Findings Report

Date: 9/18/2019 **VisitType:** Licensing Study **Arrival:** 9:05 AM **Departure:** 2:45 PM

CCLC-31733

The Children's House

600 E. 71st St. Savannah, GA 31405 Chatham County
(912) 819-7200 perkinsro@sjchs.org

Mailing Address
Same

Regional Consultant

Kesha McNeal

Phone: (866) 359-1672
Fax: (866) 359-7490
kesha.mcneal@decal.ga.gov

Joint with: Chrissy Miller

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)

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 8

Records with Missing/Incomplete Components: 5

| | |
|--|---------|
| Child # 1 | Not Met |
| <u>"Missing/Incomplete Components"</u> | |
| .08(1)(a)-Work Number Missing,.08(1)(a)-Work Address Missing | |
| Child # 2 | Not Met |
| <u>"Missing/Incomplete Components"</u> | |
| .08(1)(a)-Work Number Missing | |
| Child # 3 | Met |
| Child # 4 | Not Met |
| <u>"Missing/Incomplete Components"</u> | |
| .08(3)-Address of Release Person Missing | |
| Child # 5 | Not Met |

"Missing/Incomplete Components"

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

Child # 6 Met

Child # 7 Not Met

"Missing/Incomplete Components"

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

Child # 8 Met

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

Not Met

Comment

Parent agreements observed obtained/completed.

Comment

Parent authorizations obtained/completed.

Comment

Records were observed to be complete and well organized.

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 of records that the following items were incomplete:

*Four of eight files reviewed were missing the work telephone number of Dad.

* Two of eight files reviewed were missing the complete addresses of the person(s) to whom the child may be released to.

* One of eight files reviewed were missing the address of Dad.

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: 9/18/2019

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)**Technical Assistance****Technical Assistance**

591-1-1-.25(11) - Please ensure that the floor coverings are tight, smooth, free of odors and washable or cleanable. On this date the consultant observed two strips of tiles missing underneath the sink in bathroom on the playground.

Correction Deadline: 10/18/2019**Technical Assistance**

591-1-1-.25(3) - Please ensure that the center and surrounding premises is kept clean, free of debris and in good repair. On this date the consultant observed a three inch hole located on the wall near the tissue dispenser in the bathroom on the playground. The facility did call and notify maintenance in regards to repairing the hole.

Correction Deadline: 9/18/2019

591-1-1-.26 Playgrounds(CR)**Technical Assistance****Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute mulch under the green slide on the preschool playground

Technical Assistance

591-1-1-.26(4) - Please ensure that the fencing near the gazebo on the preschool playground is fully secured to the fence poles.

Correction Deadline: 9/18/2019

Food Service

591-1-1-.15 Food Service & Nutrition**Met****Comment**

Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations**Met****Comment**

Kitchen appears clean and well organized.

Health and Hygiene

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

Proper diapering procedures observed.

Comment

Staff state proper knowledge of diapering procedures.

591-1-1-.17 Hygiene(CR)**Met****Comment**

Proper hand washing observed throughout the center.

Comment

Staff were observed to remind children to wash hands.

591-1-1-.20 Medications(CR)**Not Met****Comment**

Discussed proper medication documentation and procedures.

Finding

591-1-1-.20(1) requires Personnel to obtain specific written authorization from the child's physician or parent in order to dispense prescription or non-prescription medications, except for first aid. Such authorization will include when applicable, date; full name of the child; name of the medication; prescription number, if any; dosage; the dates to be given; the time of day to be dispensed; and signature of parent. It was determined based on the consultant's review of medication records that for medication given on April 1, 2019 through April 5, 2019, and April 15, 2019 through April 19, 2019 did not list the time the medication to be given and the complete dates for the medicine to be given. It was further determined based on the consultant's review of medication records that for medication given on March 4, 2019 through March 8, 2019 and June 24, 2019 through June 26, 2019 did not list the prescription number. It was further determined based on the consultant's review of medication that medication was dispensed on June 27, 2019 and the date was not authorized by the parent.

POI (Plan of Improvement)

The Center will train Staff to obtain and review parental authorizations to ensure the authorization contains complete information. The designated person(s) will monitor daily.

Correction Deadline: 9/18/2019

Finding

591-1-1-.20(3) requires the Center to maintain a record of medication dispensed that includes the date, time and amount of medication, any noticeable adverse reaction, and the signature or initials of the person administering the medication. It was determined based on the consultant's review of medication records that on April 24, 2019 center staff did have the signature or initials of the person administering the medication. It was further determined based on the consultant's review of records that the center did not maintain a record of dispense medication for June 14, 2019 through June 25, 2019 as required.

POI (Plan of Improvement)

The Center will train Staff responsible for dispensing medication in the accurate completion and storage of the records and will implement a plan to monitor this.

Correction Deadline: 9/18/2019

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures

Technical Assistance

Technical Assistance

591-1-1-.21(3) - Please ensure that tornado and other emergency situation drills are conducted every six months.

Correction Deadline: 9/23/2019

Comment

Program observed complete fire drills.

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**

Field trip documentation observed to be complete. The consultant observed walking field trips to Candler Hospital Auditorium on May 3, 2019, and May 7, 2019.

591-1-1-.36 Transportation(CR)**Met****Comment**

Center does not provide routine transportation.

| |
|---|
| Sleeping & Resting Equipment |
|---|

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

Discussed SIDS and infant sleeping position.

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

| | |
|---|---------|
| Staff # 1 Date of Hire: 10/23/2006 | Met |
| Staff # 2 Date of Hire: 06/01/2019 | Met |
| Staff # 3 Date of Hire: 05/27/2014 | Met |
| Staff # 4 Date of Hire: 01/23/2017 | Met |
| Staff # 5 Date of Hire: 02/01/1990 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training | Not Met |
| Staff # 6 Date of Hire: 05/27/2014 | Met |
| Staff # 7 Date of Hire: 07/30/1991 | Met |
| Staff # 8 | Not Met |

Date of Hire: 11/05/2015

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 9

Met

Date of Hire: 05/01/2014

Staff # 10

Met

Date of Hire: 05/25/2019

Staff Credentials Reviewed: 9

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)

Met

Comment

Criminal record checks were observed to be complete.

Comment

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

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

Met

Comment

Complete first aid kits observed in center and on vehicles.

Comment

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

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 that staff member # 9 did not complete health and safety orientation within the first 90 days of employment.

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: 10/18/2019

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 the consultant's review that staff member # 9 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 and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children.

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: 10/18/2019

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 that staff members #1,7,10, and 13 did not complete ten (10) clock hours of training for 2018 as required.

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: 10/18/2019

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.

Comment

Staff observed to be compliant with applicable laws and regulations.

| |
|---------------------------------|
| Staffing and Supervision |
|---------------------------------|

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

Met

Comment

Center observed to maintain appropriate staff:child ratios.

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

Met

Comment

Adequate supervision observed on this date.