



**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: 3/12/2020 **VisitType:** Monitoring Visit **Arrival:** 9:25 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

Regional Consultant

Chrissy Miller

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Mailing Address
Same

Quality Rated: ★ ★ ★

Compliance Zone Designation		
03/12/2020	Monitoring Visit	Good Standing
09/18/2019	Licensing Study	Good Standing
01/29/2019	Monitoring Visit	Good Standing

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.

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	Two Year Olds and Three Year Olds	2	7	C	17	C	NA	NA	Outside
Main	3's	Three Year Olds and Four Year Olds	2	18	C	31	C	NA	NA	Outside
Main	Infant I	Infants	2	6	C	14	C	NA	NA	Nap,Feeding
Main	Infant II	One Year Olds and Two Year Olds	3	10	C	15	C	NA	NA	Outside
Main	Pre-K A	Four Year Olds and Five Year Olds	2	21	C	28	C	NA	NA	Art,Centers
Main	Pre-K B	Four Year Olds and Five Year Olds	2	17	C	32	C	NA	NA	Centers
Main	Upstairs (Library)		0	0	C	31	C	NA	NA	
Main	Waddlers	Two Year Olds	3	10	C	18	C	NA	NA	Centers,Art
Total Capacity @35 sq. ft.: 186						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 89			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

This is the second regulatory visit of the fiscal year. The center currently has a three-star rating from quality rated.

The center does not currently provide routine transportation, field trips, or swimming activities.

Plan of Improvement: Developed This Date 03/12/2020

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.al.ga.gov/CCS/RulesAndRegulations.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.al.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://dec.al.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).

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.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@dec.al.ga.gov

robin perkins, Program Official

Date

Chrissy Miller, Consultant

Date



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Findings Report

Date: 3/12/2020 **VisitType:** Monitoring Visit **Arrival:** 9:25 AM **Departure:** 2:45 PM

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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.

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

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 1

Records with Missing/Incomplete Components: 1

Child # 1

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

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 the consultant's review of previously cited children records that one out of five records was missing the complete addresses of the person(s) to whom the child may be released to.

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: 3/13/2020

Recited on 3/12/2020

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) Met

Comment

591-1-1-.25(3) The Director stated that the walls in the facility are currently being repainted so the rubber siding along the bottom of the walls are missing due to the building renovations being conducted. The Director also stated that the painters/workers do not come during the facility's operating hours.

Correction Deadline: 3/12/2020

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

Comment

Playground observed to be clean and in good repair.

Health and Hygiene

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

Comment

Staff state proper knowledge of diapering procedures.

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

Comment

Proper hand washing observed throughout the center.

591-1-1-.20 Medications(CR) Met

Comment

Documentation for medication dispensing observed complete.

Correction Deadline: 9/18/2019

Corrected on 3/12/2020

.20(1) - The Consultant observed this rule to be corrected on this date.

Correction Deadline: 9/18/2019

Corrected on 3/12/2020

.20(3) - The Consultant observed this rule to be corrected on this date.

Safety

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

Comment

Staff were observed to maintain a positive learning environment on this date.

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Technical Assistance****Comment**

Discussed SIDS and infant sleeping position.

Technical Assistance

591-1-1-.30(4) - requires that if cots and mats are stored in the children's activity room or area, they shall be stored to prevent children's access to them and to allow maximum use of play space. The Consultant discussed with the Director about covering the cots that are located in the children's play area.

Correction Deadline: 3/12/2020**Staff Records****Records Reviewed: 16****Records with Missing/Incomplete Components: 3**

Staff # 1	Met
Date of Hire: 02/20/2020	
Staff # 2	Met
Date of Hire: 10/23/2006	
Staff # 3	Met
Date of Hire: 06/01/2019	
Staff # 4	Met
Date of Hire: 05/27/2014	
Staff # 5	Met
Date of Hire: 01/23/2017	
Staff # 6	Met
Date of Hire: 02/01/1990	
Staff # 7	Not Met
Date of Hire: 11/26/2019	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 8	Met
Date of Hire: 05/27/2014	
Staff # 9	Met
Date of Hire: 11/05/2015	

Staff # 10	Not Met
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 11	Met
Date of Hire: 12/30/2019	
Staff # 12	Not Met
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 13	Met
Date of Hire: 09/19/2019	
Staff # 14	Met
Staff # 15	Met
Date of Hire: 05/01/2014	
Staff # 16	Met
Date of Hire: 05/25/2019	

Staff Credentials Reviewed: 9

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 the Consultant's observation that there was an independent contractor (therapist) and a volunteer that did not submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center's Director will 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's Director will ensure that the CRC rules are maintained.

Correction Deadline: 3/12/2020

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 the Consultant's observation that an independent contractor (therapist) was present and had been working throughout the school year who did not have a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the center while children were present for care. Additionally, a volunteer was also present who volunteers for more than once every 90 days and did not have a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the center while children were present for care. The independent contractor (therapist) was observed to be present in the Pre-K B (Pre-schooler #1) classroom while the children were present in the classroom. The volunteer was observed reading to the children in the Pre-K C (Pre-schoolers #2) classroom under the gazebo that is located on the playground.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center's Director will 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's Director will ensure that the CRC rules are maintained.

Correction Deadline: 3/12/2020

591-1-1-.33 Staff Training**Not Met****Technical Assistance**

591-1-1-.33(1) - The Consultant discussed with the Director about documenting orientation for the one out of the four newly hired employees since the last regulatory visit.

Correction Deadline: 3/12/2020

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 of new staff records that one staff member who was hired on November 26, 2019 did not complete health and safety training 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: 3/20/2020

Recited on 3/12/2020

Correction Deadline: 10/18/2019

Corrected on 3/12/2020

.33(4) - The Consultant observed this rule to be corrected on this date.

Correction Deadline: 10/18/2019

Corrected on 3/12/2020

.33(6) - The Consultant observed this rule to be corrected on this date.

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

Met

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

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