



**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:** 4/2/2019    **VisitType:** Complaint Investigation Follow Up    **Arrival:** 9:30 AM    **Departure:** 1:15 PM

**CCLC-3228**

**Memorial Day School Day Care**

6500 Habersham Street Savannah, GA 31405 Chatham County  
 (912) 352-9302 ptrusis@memday.org

**Regional Consultant**

Kesha McNeal

Phone: (866) 359-1672

Fax: (866) 359-7490

kesha.mcneal@dec.al.ga.gov

**Mailing Address**  
 Same

**Quality Rated:** No

<u>Compliance Zone Designation</u>			<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.
04/02/2019	Complaint Investigation Follow Up	Good Standing	
04/02/2019	Complaint Closure	Good Standing	
02/05/2019	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
I	27		0	0	C	12	C	NA	NA	
I	44	Three Year Olds and Four Year Olds	2	21	C	21	C	NA	NA	Circle Time, Transitioning
I	46	One Year Olds and Two Year Olds	4	14	C	15	C	NA	NA	Floor Play, Transitioning
I	47	Two Year Olds	2	12	C	13	C	NA	NA	Transitioning, Art
I	48	Infants	3	7	C	13	C	NA	NA	Floor Play, Transitioning, Nap
I	49	Infants and One Year Olds	3	11	C	13	C	NA	NA	Transitioning, Nap, Floor Play
I	Room 28		0	0	C	10	C	NA	NA	
Total Capacity @35 sq. ft.: 97			Total Capacity @25 sq. ft.: 0							
II	11		0	0	C	13	C	NA	NA	
II	13		0	0	C	11	C	NA	NA	
II	14		0	0	C	11	C	NA	NA	
II	16		0	0	C	14	C	NA	NA	
II	17		0	0	C	11	C	NA	NA	
II	20	Three Year Olds	1	10	C	9	NC	NA	NA	Centers, Transitioning

II	21	Three Year Olds	1	8	C	9	C	NA	NA	Art,Free Play
II	22		0	0	C	10	C	NA	NA	
II	23		0	0	C	9	C	NA	NA	
II	24		0	0	C	9	C	NA	NA	
II	25		0	0	C	9	C	NA	NA	
II	26		0	0	C	10	C	NA	NA	
Total Capacity @35 sq. ft.: 125			Total Capacity @25 sq. ft.: 0							
III	12		0	0	C	11	C	NA	NA	
III	18		0	0	C	13	C	NA	NA	
Total Capacity @35 sq. ft.: 24			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 83			Total Capacity @35 sq. ft.: 246			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
I	Lg. Playground	184	C
I	Sm. Playground	18	C

#### Comments

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

A one day letter was left on this date as well Affidavit Verifying Completion of Background Check Video Units that the completion due date is April 9, 2019.

Plan of Improvement: Developed This Date 04/02/2019

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.

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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.al.ga.gov](mailto: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.

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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.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](mailto:qualityrated@dec.al.ga.gov)

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Pam Trusis, Program Official

Date

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Kesha McNeal, Consultant

Date



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### Findings Report

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

**Facility**

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

**Defer**

**Comment**

Playground not observed on this date due to inclement weather.

**Defer**

591-1-1-.26(6)- Due to inclement weather the equipment hazards will be checked at the next regulatory visit.

**POI (Plan of Improvement)**

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

**Correction Deadline: 2/5/2019**

**Staff Records**

**Records Reviewed: 18**

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

Staff # 1	Met
Date of Hire: 05/05/2017	
Staff # 2	Met
Date of Hire: 07/19/2004	
Staff # 3	Met
Date of Hire: 08/01/2017	
Staff # 4	Met
Date of Hire: 04/02/2012	

Staff # 5 Date of Hire: 09/16/2016	Met
Staff # 6 Date of Hire: 01/23/2012	Met
Staff # 7 Date of Hire: 06/07/2007	Met
Staff # 8 Date of Hire: 08/29/2014	Met
Staff # 9 Date of Hire: 12/24/2018	Met
Staff # 10 Date of Hire: 01/13/2017	Met
Staff # 11 Date of Hire: 05/26/2016	Met
Staff # 12 Date of Hire: 04/23/2018 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing	Not Met
Staff # 13 Date of Hire: 01/28/2008	Met
Staff # 14 Date of Hire: 12/14/2018	Met
Staff # 15 Date of Hire: 10/01/2004	Met
Staff # 16 Date of Hire: 10/30/2014	Met
Staff # 17 Date of Hire: 04/01/2019 <u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	Not Met
Staff # 18	Met

Date of Hire: 08/11/2014

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**Staff Credentials Reviewed: 18**

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

Criminal record checks were observed to be complete.

**Comment**

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

**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 review that a provisional employee hired on April 1, 2019 did not submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. A one day letter was left on site.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will review all staff files as well as Decal Koala 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 review CRC rules with staff as well as clerical staff to ensure the CRC rules are maintained.

**Correction Deadline: 4/2/2019****Finding**

591-1-1-.09(1)(d) requires the Center to ensure that every Provisional Employee has a valid and current satisfactory Fingerprint 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 and must be supervised at all times by a Director or Employee with a valid and current satisfactory Comprehensive Records Check Determination. The Fingerprint 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 Provisional Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Fingerprint Records Check Determination is required. It was determined based on the consultant's review that a provisional employee hired on April 1, 2019 did not have current satisfactory Fingerprint Records Check Determination on file prior to being present at the Center while any child is present for care

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will review all staff files and decal koala to ensure that every Provisional Employee has a valid and current satisfactory Fingerprint 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 and must be supervised at all times by a Director or Employee with a valid and current satisfactory Comprehensive Records Check Determination. The Fingerprint 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 Provisional Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Fingerprint 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 review CRC will all staff to ensure CRC rules are maintained.

**Correction Deadline: 4/2/2019**

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**591-1-1-.14 First Aid & CPR****Not Met**

**Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on the consultant's review that one staff member hired after September 30, 2016 did not complete first aid and CPR training within 90 days.

**POI (Plan of Improvement)**

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

**Correction Deadline: 5/2/2019**

**Recited on 4/2/2019**