



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: 4/24/2018 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 9:00 AM **Departure:** 1:00 PM

CCLC-3228

Memorial Day School Day Care

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

Regional Consultant

Brandon Cason

Phone: (877) 372-3909

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carrie.spangler@dec.al.ga.gov

Mailing Address
 Same

Quality Rated: No

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.
04/24/2018	Complaint Investigation & Monitoring Visit	Good Standing	
04/24/2018	Complaint Closure	Good Standing	
09/20/2017	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
I	27		0	0	C	12	C	NA	NA	Not In Use
I	44	Three Year Olds and Four Year Olds	2	19	C	21	C	NA	NA	Story
I	46	One Year Olds and Two Year Olds	3	15	C	15	C	NA	NA	Free Play
I	47	Two Year Olds	2	13	C	13	C	NA	NA	Lunch,Story,Outside
I	48	Infants	3	9	C	13	C	NA	NA	Nap,Feeding,Floor Play
I	49	Infants and One Year Olds	2	9	C	13	C	NA	NA	Floor Play,Feeding
I	Room 28		0	0	C	10	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 97			Total Capacity @25 sq. ft.: 0							
II	11		0	0	C	13	C	NA	NA	Not In Use
II	13		0	0	C	11	C	NA	NA	Not In Use
II	14		0	0	C	11	C	NA	NA	Not In Use
II	16		0	0	C	14	C	NA	NA	Not In Use
II	17		0	0	C	11	C	NA	NA	Not In Use
II	20	Two Year Olds and Three Year Olds	1	9	C	9	C	NA	NA	Free Play
II	21	Three Year Olds	1	9	C	9	C	NA	NA	Story
II	22		0	0	C	10	C	NA	NA	Not In Use

II	23		0	0	C	9	C	NA	NA	Not In Use
II	24		0	0	C	9	C	NA	NA	Not In Use
II	25		0	0	C	9	C	NA	NA	Not In Use
II	26		0	0	C	10	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 125			Total Capacity @25 sq. ft.: 0							
III	12		0	0	C	11	C	NA	NA	Not In Use
III	18		0	0	C	13	C	NA	NA	Not In Use
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

This was the second visit of the fiscal year. The director indicated that the facility does not provide routine transportation.

Plan of Improvement: Developed This Date 04/24/2018

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).



Reminder: All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.

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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

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

Pam Trusis, Program Official

Date

Brandon Cason, Consultant

Date



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Findings Report

Date: 4/24/2018 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 9:00 AM **Departure:** 1:00 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

Disinfecting of toys discussed with staff 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 met by the center on this date.

591-1-1-.25 Physical Plant - Safe Environment(CR) **Met**

Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

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

Technical Assistance

The consultant and director discussed cutting and capping the protruding bolts on both playgrounds to no more than two threads.

Correction Deadline: 4/24/2018

Correction Deadline: 10/4/2017

Corrected on 4/24/2018

This citation was observed to be corrected as of this date.

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**

Staff were observed to remind children to wash hands.

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

Documentation for medication dispensing observed complete.

Safety**591-1-1-.11 Discipline(CR)****Met****Comment**

Age-appropriate discussion and/or redirection observed.

591-1-1-.36 Transportation(CR)**N/A****Comment**

Center does not provide routine transportation.

Sleeping & Resting Equipment**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Not Met****Finding**

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. When storage is available and used for the storage of cots and mats that allows the cots, mats and any bedding to be stored without touching any other cots, mats or bedding, the bedding may be left on the cot or mat. When such storage is not available for the cots and mats, each child's bedding shall be kept separate from other children's bedding and stored in containers marked for individual use, such as, but not limited to, bins, cubbies, or bags. It was determined based upon the consultant's observation that several blankets in room 46 by the back window sill and 47 on a shelf on the right side of the classroom were touching increasing the potential for the spread of germs.

POI (Plan of Improvement)

The Center will store the blankets in the children's cubbies.

Correction Deadline: 4/24/2018**Staff Records****Records Reviewed: 22****Records with Missing/Incomplete Components: 3**

Staff # 1

Met

Date of Hire: 05/05/2017

Staff # 2

Met

Date of Hire: 07/19/2004

Staff # 3 Date of Hire: 08/01/2017	Met
Staff # 4 Date of Hire: 04/02/2012	Met
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: 02/06/2017	Met
Staff # 10 Date of Hire: 01/13/2017	Met
Staff # 11 Date of Hire: 02/24/2018 <u>"Missing/Incomplete Components"</u> .24(1)-Evidence of Orientation Missing	Not Met
Staff # 12 Date of Hire: 05/26/2016	Met
Staff # 13 Date of Hire: 04/23/2018 <u>"Missing/Incomplete Components"</u> .24(1)-Evidence of Orientation Missing,.09-Criminal Records Check Missing	Not Met
Staff # 14 Date of Hire: 10/19/2017 <u>"Missing/Incomplete Components"</u> .24(1)-Education Experience Missing	Not Met
Staff # 15 Date of Hire: 01/06/2015	Met

Records Reviewed: 22**Records with Missing/Incomplete Components: 3**

Staff # 16	Met
Date of Hire: 01/28/2008	
Staff # 17	Met
Date of Hire: 08/08/2016	
Staff # 18	Met
Date of Hire: 10/01/2004	
Staff # 19	Met
Date of Hire: 10/30/2014	
Staff # 20	Met
Date of Hire: 10/07/2016	
Staff # 21	Met
Date of Hire: 12/12/2016	
Staff # 22	Met
Date of Hire: 08/11/2014	

Staff Credentials Reviewed: 22

591-1-1-.09 Criminal Records Check(CR)**Not Met****Finding**

591-1-1-.09(1)(i) requires that if the Center accept a satisfactory determination letter issued by the Department for a potential Director or Employee as evidence of that individual's Satisfactory Records Check Determination, the Records Check Clearance Date must be within the preceding 12 months from the hire date, and the Center does not know or reasonably should not know that the individual's satisfactory status has not changed. It was determined based on a review of records that an employee hired on April 23, 2018, had a Satisfactory Records Check Determination letter that was not dated within the previous 12 months. The employee's Satisfactory Records Check Determination letter was transferable until December 30, 2017.

POI (Plan of Improvement)

The Center will ensure that each potential Employee bringing a satisfactory determination letter issued by the Department has a Satisfactory Records Check Determination that is dated within the preceding 12 months from the hire date. The Center will not employ individual's whose satisfactory status has changed. An-one-day letter was left on this date. While the consultant was on site, the director was completing the steps for the employee to get her fingerprint run.

Correction Deadline: 4/24/2018

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

Finding

591-1-1-.33(2) requires the initial orientation to include the following subjects: the Center's policies and procedures; the portions of these rules dealing with the care, health and safety of children; the Employee's assigned duties and responsibilities; reporting requirements for suspected cases of child abuse, neglect or deprivation; communicable diseases and serious injuries; emergency plans; childhood injury control; the administration of medicine; reducing the risk of Sudden Infant Death Syndrome (SIDS); hand washing; fire safety; water safety; and prevention of HIV/Aids and blood borne pathogens. It was determined based on a review of records that an employee hired on October 19, 2017, March 5, 2018 and an employee hired on April 23, 2018, did not complete the employee orientation as required.

POI (Plan of Improvement)

The Center will provide orientation in all missing subjects to the employee(s) and will take steps to provide a complete orientation to new Employees in the future. An employee orientation form was left with the director on this date.

Correction Deadline: 4/24/2018

Defer

Staff training will be evaluated at the time of the next Licensing Study for the calendar year of 2017 training hours.

POI (Plan of Improvement)

The center will plan and schedule the required 10 hours of ongoing training each year and follow up to ensure the training is completed.

Correction Deadline: 5/10/2017

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.

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.