



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: 9/11/2020 **VisitType:** Licensing Study **Arrival:** 11:30 AM **Departure:** 12:30 PM

CCLC-3228

Memorial Day School Day Care

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

Regional Consultant

Chrissy Miller

Phone: (770) 408-5457

Fax: (770) 408-5461

chrissy.miller@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.
09/11/2020	Licensing Study	Good Standing	
02/03/2020	Complaint Closure	Good Standing	
01/28/2020	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
I	27		0	0	C	12	C	NA	NA	
I	44	Three Year Olds	2	13	C	21	C	NA	NA	Circle Time, Story
I	46	One Year Olds	1	5	C	15	C	NA	NA	Nap
I	47	Two Year Olds	2	10	C	13	C	NA	NA	Nap
I	48	Infants	2	7	C	13	C	NA	NA	Floor Play, Feeding, Nap
I	49	Infants and One Year Olds	2	8	C	13	C	NA	NA	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	6	C	9	C	NA	NA	Nap
II	21		0	0	C	9	C	NA	NA	
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: 49					Total Capacity @25 sq. ft.: 0				
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

An Administrative Review was conducted on September 11, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on September 11, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on August 15, 2020 was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 09/11/2020

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.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.

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

Pam Trusis, Program Official

Date

Chrissy Miller, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Defer

Defer

591-1-1-.12(4)-A Virtual Visit was conducted due to the COVID-19 pandemic. This citation is deferred until the next regulatory visit when the rule correction can be observed in person.

POI (Plan of Improvement)

The Center will ensure that the identified equipment or furniture and any other such existing or future items are secured adequately and will have a system for checking these for stability.

Correction Deadline: 1/28/2020

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

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

591-1-1-.08 Children's Records**Met****Comment**

Records were observed to be complete and well organized.

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**

Center appears clean and well maintained during the virtual visit.

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

591-1-1-.26(6)- A Virtual Visit was conducted due to the COVID-19 pandemic. This citation is deferred until the next regulatory visit when the rule correction can be observed in person.

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: 1/31/2020

Food Service

591-1-1-.18 Kitchen Operations**Defer****Defer**

591-1-1-.18(5)-A Virtual Visit was conducted due to the COVID-19 pandemic. This citation is deferred until the next regulatory visit when the rule correction can be observed in person. The refrigerator in the classroom is currently not in use.

POI (Plan of Improvement)

The Center will refrigerate foods as required, will train Staff on proper refrigerator and freezer temperature settings and monitor the settings. Food will be served promptly after cooking.

Correction Deadline: 1/28/2020

Health and Hygiene

591-1-1-.07 Children's Health**Met**

Correction Deadline: 1/28/2020

Corrected on 9/11/2020

.07(5) - The consultant observed this rule to be corrected on this date.

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

591-1-1-.10(4)-A Virtual Visit was conducted due to the COVID-19 pandemic. This citation is deferred until the next regulatory visit when the rule correction can be observed in person.

POI (Plan of Improvement)

Center Staff will be trained and have adequate supplies to properly clean the diaper changing surface between each diaper change.

Correction Deadline: 1/28/2020

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

Defer

Defer

591-1-1-.17(8)-A Virtual Visit was conducted due to the COVID-19 pandemic. This citation is deferred until the next regulatory visit when the rule correction can be observed in person.

POI (Plan of Improvement)

The Center will ensure liquid soap and warm running water are available for handwashing, train Staff on the handwashing requirements, review the requirements with Staff periodically, and monitor handwashing.

Correction Deadline: 1/28/2020

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

N/A

Comment

The Provider currently does not dispense/administer medication.

Policies and Procedures

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

Defer

Defer

591-1-1-.21(3)- This rule will be evaluated at the next regulatory visit.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 2/28/2020

591-1-1-.29 Required Reporting

Met

Comment

Thank you for reporting as required.

Safety

591-1-1-.05 Animals

N/A

Comment

Center does not keep animals on premises.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director on this date.

591-1-1-.13 Field Trips(CR)

N/A

Comment

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)

N/A

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

Comment

Discussed SIDS and infant sleeping position during the virtual inspection.

Comment

The correct number of mats, sheets and blankets were observed on this date during the virtual inspection. Cleaning and disinfecting of mats was discussed with the staff on this date

Staff Records**Records Reviewed: 13****Records with Missing/Incomplete Components: 1**

Staff # 1	Met
Date of Hire: 12/04/2019	
Staff # 2	Met
Staff # 3	Met
Date of Hire: 09/16/2019	
Staff # 4	Met
Date of Hire: 09/30/2019	
Staff # 5	Met
Staff # 6	Met
Staff # 7	Met
Staff # 8	Met
Date of Hire: 01/27/2020	
Staff # 9	Met
Staff # 10	Met
Staff # 11	Met
Staff # 12	Not Met
Date of Hire: 08/27/2020	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 13	Met

Staff Credentials Reviewed: 6

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 of staff records an employee that was hired on August 27, 2020 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 the CRC rules are maintained.

Correction Deadline: 9/11/2020

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 review of staff records and the Director's statement that an employee that was hired on August 27, 2020 had a Records Check Clearance Date that was older than the preceding 12 months of their hire date 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.

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 the CRC rules are maintained.

Correction Deadline: 9/11/2020

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

Correction Deadline: 2/29/2020

Corrected on 9/11/2020

.14(2) - The consultant observed this rule to be corrected on this date.

591-1-1-.33 Staff Training**Met**

Correction Deadline: 2/27/2020

Corrected on 9/11/2020

.33(3) - The consultant observed this rule to be corrected on this date. Applicable staff had evidence of certification in health and safety training as required.

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

Staff observed to be compliant with applicable laws and regulations. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on August 15, 2020.

Correction Deadline: 4/30/2020

Corrected on 9/11/2020

.31(2)(b)2. - The consultant observed this rule to be corrected on this date. The designated lead teachers had a valid credential or professional learning plan on file as required.

Staffing and Supervision

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

Met

Comment

Center observed to maintain appropriate staff:child ratios during the virtual visit.

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

Met

Comment

Staff observed to provide to be attentive to children's needs during the virtual inspection.