



**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:** 9/18/2018    **VisitType:** Monitoring Visit    **Arrival:** 9:00 AM    **Departure:** 12:15 PM

**CCLC-33284**

**The Chestnut Treehouse III**

1593 Lawrenceville Hwy Lawrenceville, GA 30044 Gwinnett County  
 (770) 277-6877 candacechristina@gmail.com

**Regional Consultant**

LaQuita Clark

Phone: (706) 497-1536

Fax: (706) 688-0418

jennifer.taylor@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:**

<b>Compliance Zone Designation</b>			<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.
09/18/2018	Monitoring Visit	Good Standing	
06/18/2018	Complaint Closure	Good Standing	
06/13/2018	Complaint Investigation Follow Up	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	A - 1st Right	One Year Olds	1	4	C	15	C	NA	NA	Centers
Main	B - 2nd Right	One Year Olds	1	1	C	8	C	NA	NA	Nap
Main	C - 3rd Right	Two Year Olds	1	6	C	11	C	NA	NA	Art
Main	D - Back Right	Three Year Olds	1	8	C	20	C	NA	NA	Centers
Main	E - Back Left		0	0	C	22	C	NA	NA	
Main	F - 2nd Left	Four Year Olds	1	8	C	22	C	NA	NA	Circle Time
Main	G - 1st Left	Two Year Olds	1	6	C	15	C	NA	NA	Circle Time

Total Capacity @35 sq. ft.: 113

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 33

Total Capacity @35 sq. ft.: 113

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A - 6wk to 23mth	7	C
Main	Playground B - School Age	22	C
Main	Playground C - Preschool	36	C
Main	Playground D - 2's	23	C

**Comments**

The purpose of the visit was to conduct a monitoring visit and to follow up on the previous visit from June 2018.

Plan of Improvement: Developed This Date 09/18/2018

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).



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.

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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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Candace Christina, Program Official

Date

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LaQuita Clark, Consultant

Date



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### Findings Report

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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**

Equipment and furniture observed to be properly secured, as applicable.

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

**Met**

**Comment**

Center does not provide swimming activities.

### 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)**

**Technical Assistance**

**Technical Assistance**

591-1-1-.25 - Consultant discussed with the administrator on site that red rubber boarder on the back of the shelf in room C-3rd Right should be glued down.

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

**Not Met**

**Technical Assistance**

591-1-1-.26 - Please reflag and redistribute surface. Consultant discussed with the administrator to continue to watch the red fire engine equipment on the Back Left Playground for potential peeling paint. Also please ensure the red infant buggy is not used to transport children, it should not be used because it does not have straps.

**Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation the following hazards:

-Loose black boards were observed to be present beneath the water table on the Back Left Playground posing a tripping hazard for children in care

-A blue rope ladder was observed not to be secured to play equipment on the Back Right Playground posing a hazard for children in care

**POI (Plan of Improvement)**

The Center will secure the boards beneath the water table and remove the rope ladder or secure it to the play equipment.

**Correction Deadline: 9/21/2018**

**Recited on 9/18/2018**

<b>Health and Hygiene</b>
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**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**

Staff were observed to remind children to wash hands.

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

**Met**

**Comment**

The administrator stated that medication is not administered or dispensed within the center.

<b>Safety</b>
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**591-1-1-.11 Discipline(CR)**

**Met**

**Comment**

Age-appropriate discussion and/or redirection observed.

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

**Met**

**Comment**

A current/completed inspection was observed for the vehicles used in transporting children this date. Complete documentation of school transportation was observed. A working fire extinguisher and complete first aid kit was observed on this date.

<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**

**Met**

**Comment**

Pleasant naptime environment observed. Staff were observed to follow safe sleep procedures.

<b>Staff Records</b>
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Staff # 1 Date of Hire: 01/30/2017	Met
Staff # 2 Date of Hire: 08/20/2018	Met
Staff # 3 Date of Hire: 02/23/2008	Met
Staff # 4 Date of Hire: 02/01/2013	Met
Staff # 5 Date of Hire: 08/03/2018	Met
Staff # 6 Date of Hire: 07/28/2016	Met
Staff # 7 Date of Hire: 07/10/2017	Met
Staff # 8 Date of Hire: 08/20/2014	Met
Staff # 9 Date of Hire: 08/25/2014	Met
Staff # 10 Date of Hire: 04/08/2016	Met
Staff # 11 Date of Hire: 08/13/2018	Met
Staff # 12 Date of Hire: 01/31/2017	Met
Staff # 13 Date of Hire: 04/02/2018	Met
Staff # 14 Date of Hire: 06/06/2018	Met
Staff # 15 Date of Hire: 06/10/2018	Met

**Records Reviewed: 21**

**Records with Missing/Incomplete Components: 0**

Staff # 16 Date of Hire: 08/01/2017	Met
Staff # 17 Date of Hire: 11/14/2016	Met
Staff # 18 Date of Hire: 05/16/2018	Met
Staff # 19 Date of Hire: 05/03/2018	Met
Staff # 20 Date of Hire: 07/02/2018	Met
Staff # 21 Date of Hire: 05/07/2018	Met

**Staff Credentials Reviewed: 21**

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**591-1-1-.09 Criminal Records Check(CR)**

**Met**

**Comment**

Criminal records checks were observed to be complete. The administrator on site provided five files for staff hired since the previous visit. The consultant discussed the proposed rule changes effective October 1, 2018:

- Local background checks (with purpose code "W") will no longer be accepted (no more 21-day provisional employment).
- Everyone must have at least a satisfactory fingerprint-based background check letter before they can be present at the center to care for children.
- The new definition of Provisional Employee includes those with only a satisfactory Fingerprint Records Check Determination. People with this type of clearance are allowed on site, but must be under the direct and continuous supervision of a Director or Employee with a satisfactory Comprehensive Records Check Determination.
- A new comprehensive background check must be run for anyone who has had a lapse of employment in the child care industry that lasts 6 months or longer. (Students-in-Training are considered "employed in the child care industry" if they've been enrolled in a child care related curriculum).
- Letters will only be accepted at a new facility if they are "ported" electronically.

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

**Met**

**Correction Deadline: 5/18/2018**

**Corrected on 9/18/2018**

**.33(6) - Previous citation has been corrected in that hours of training were observed on file towards the annual year 2018.**

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

**Met**

**Correction Deadline: 6/27/2018**

**Corrected on 9/18/2018**

**.31(2)(b)2. Previous citation has been corrected in that the center has the appropriate number of lead teachers meeting academic requirements.**

## Staffing and Supervision

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

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Correction Deadline: 6/14/2018**

**Corrected on 9/18/2018**

**.32(7) - Previous citation has been corrected in that appropriate supervision was observed to be provided on this date.**