



**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:** 7/16/2019    **VisitType:** Licensing Study    **Arrival:** 9:30 AM    **Departure:** 1:15 PM

**CCLC-35773**

**The Salvation Army Community Center for Boys & Girls**

725 Meriwether St. Griffin, GA 30223 Spalding County  
 (470) 771-7238 gerri.oliver@uss.salvationarmy.org

**Regional Consultant**

Brandi Mangino

Phone: (478) 314-9726

Fax: (478) 599-0169

brandi.mangino@decal.ga.gov

**Mailing Address**

725 Meriwether St.  
 Griffin, GA 30204

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
07/16/2019	Licensing Study	Deficient
01/30/2019	Monitoring Visit	Good Standing
08/24/2018	Licensing Study	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	A-Game Room		0	0	C	17	C	NA	NA	
Main	B-Fellowship Hall		0	0	C	34	C	NA	NA	
Main	C-1st Classroom		0	0	C	10	C	NA	NA	
Main	D-2nd Classroom		0	0	C	10	C	NA	NA	
Main	E: 3rd Classroom		0	0	C	10	C	NA	NA	
Main	F- 4th Classroom		0	0	C	10	C	NA	NA	
Main	G- GYM	Six Year Olds and Over	7	32	C	0	NC	NA	NA	
Total Capacity @35 sq. ft.: 91					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 32			Total Capacity @35 sq. ft.: 91			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Main	42	C

**Comments**

Plan of Improvement: To Be Submitted 07/30/2019

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.decal.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@decal.ga.gov](mailto:CCSRefutations@decal.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://decal.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.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](mailto:qualityrated@decal.ga.gov)

GERARDETTE OLIVER, Program Official

Date

Brandi Mangino, Consultant

Date



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### Findings Report

**Date:** 7/16/2019 **VisitType:** Licensing Study **Arrival:** 9:30 AM **Departure:** 1:15 PM

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The following information is associated with a Licensing Study:

### Activities and Equipment

**591-1-1-.03 Activities**

**Technical Assistance**

**Technical Assistance**

Please ensure daily scheduled and lesson plans are posted.

**Correction Deadline: 7/16/2019**

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

**Technical Assistance**

**Comment**

Discussed adding equipment and toys to enhance variety.

**Technical Assistance**

Consultant discussed the gray mat in the gym was observed to be fraying.

**Correction Deadline: 7/16/2019**

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

**Met**

**Comment**

Center does not provide swimming activities.

### Children's Records

**Records Reviewed: 5**

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

Child # 1	Met
Child # 2	Met
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Allergies and Disabilities	

Child # 4 Met

Child # 5 Not Met

"Missing/Incomplete Components"

.08(1)-Allergies and Disabilities

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

**Technical Assistance**

**Technical Assistance**

Please ensure that any known allergies are listed on enrollment applications. If no allergies have "none" or "N/A" written in the area.

**Correction Deadline: 7/16/2019**

**Facility**

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**591-1-1-.06 Bathrooms**

**Technical Assistance**

**Technical Assistance**

Consultant discussed cleaning of the boys restroom as the floors were in the need of being cleaned.

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**591-1-1-.19 License Capacity(CR)**

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

**Technical Assistance**

Consultant discussed in the classrooms that large bins for storage should not be stored in the back of the room as it is not fully providing the 35 sq foot per child. The items need to be stored in another location.

**Correction Deadline: 7/16/2019**

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

**Technical Assistance**

**Comment**

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

**Technical Assistance**

Consultant discussed that the metal around the door frame in the boys restroom by the urinal is in need of repair. Consultant further discussed that a piece of rubber around the floor came loose in the right stall of the girls restroom.

**Correction Deadline: 8/15/2019**

**Technical Assistance**

Consultant discussed the electrical outlets need to be covered if not in use.

**Correction Deadline: 7/16/2019**

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

**Not Met**

**Finding**

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on consultant observation that during outdoor time the enrolled children were observed to be walking a track located in a large field area on the center property. The area was not fully enclosed in that areas had no fencing and was open to the apartment complex next door posing an escape hazard to children in care.

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**Correction Deadline: 7/16/2019**

**Technical Assistance**

Please ensure that the black material by the tire swing is covered so it does not pose a tripping hazard. Consultant discussed the wooden bench by the entrance of the playground had a loose piece of wood and an exposed nail that needed repaired.

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**Correction Deadline: 7/16/2019**

**Finding**

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resilient. It was determined based on consultant observation that resilient surfacing under the metal climbing equipment and swings was inadequate in that grass was observed to be growing through the mulch.

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**Correction Deadline: 7/26/2019**

<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)**

**Met**

**Comment**

There were no children enrolled in the program on this date. Proper diaper facilities were observed with warm running water and proper ventilation.

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

**Met**

**Comment**

Please ensure lids remain on trash containing organic waste.

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

The Provider currently does not dispense/administer medication.

<b>Organization</b>
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**591-1-1-.16 Governing Body & License****Not Met****Finding**

591-1-1-.16(e) requires the Center to submit an application for an amended License at least 30 days in advance of the change if there is a change in the name of the program or Center, changes in the ages of the children to be served, an increase in the regular hours of operation such that the Center would be providing evening or night-time care in addition to day-time care, changes in the services provided, or additions to or changes in the use of the building by the licensed Center. If an emergency situation arises which makes it impossible to give thirty (30) days' notice, the management of the Center shall notify the Department by telephone and shall submit an application for an amended License as soon as management becomes aware of the change that will be necessitated by the emergency situation. In no case, however, shall a new owner operate the Center without first securing a new License or Permit from the Department. It was determined based on consultant observation that the center was using gym for a classroom on this date and not in the form of a special use room. It was further determined the center utilized a large field for the playground that was not licensed for outdoor play.

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**Correction Deadline: 7/16/2019**

<b>Policies and Procedures</b>
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**591-1-1-.27 Posted Notices****Technical Assistance****Technical Assistance**

Consultant discussed that the person in charge in the absence of the director and a current menu needs to be posted.

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

Age-appropriate discussion and/or redirection observed.

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**591-1-1-.36 Transportation(CR)****Not Met****Finding**

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on a review of records that three center staff and the center director participated in field trips throughout the summer and were the first and second check on the bus and they did not have the required transportation training.

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**Correction Deadline: 7/26/2019**

**Finding**

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on a review of records on a June 11, 2019 a field trip was taken to MLK Memorial Site and no unload was accounted for when they arrived back to the center for 15 children.

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**Correction Deadline: 7/16/2019**

**Recited on 7/16/2019**

**Finding**

591-1-1-.36(7)(c)3. requires that the driver or other designated person document in writing the time of arrival and departure each time the vehicle departs from the Center, is loaded or unloaded at each school and when the vehicle returns to the Center; each time the vehicle departs from the Center, arrives at the location where any child is picked up or dropped off and when the vehicle returns to the Center; each time the vehicle leaves the Center, arrives at a field trip destination, leaves a field trip destination, and returns to the Center. It was determined based on a review of records that on June 11, 2019 the center took a field trip to MLK Memorial Site and no arrival time was documented when they returned back to the center.

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**Correction Deadline: 7/16/2019**

**Recited on 7/16/2019**

**Finding**

591-1-1-.36(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Center, and the last stop during transportation to home or school. The responsible person on the vehicle shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; sign the passenger transportation checklist (s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was determined based on a review of records that on June 11, 2019 the center took a field trip to MLK Memorial Site and no first check was completed on the return route.

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**Correction Deadline: 7/16/2019**

**Recited on 7/16/2019**

**Finding**

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on a review of records that a field trip taken on June 11, 2019 to MLK Memorial Site did not have a second check upon the return to the center.

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**Correction Deadline: 7/16/2019**

**Recited on 7/16/2019**

**Sleeping & Resting Equipment**

**591-1-1-.30 Safe Sleeping and Resting Requirements(CR) Met**

**Comment**

Sleeping/Naps are not required for this program. School age children attend only for after school hours.

**Staff Records**

**Records Reviewed: 7 Records with Missing/Incomplete Components: 3**

Staff # 1 Met

Staff # 2 Met



Staff # 3 Met

Staff # 4 Not Met

Date of Hire: 05/06/2019

"Missing/Incomplete Components"

.36(3)(a-b)-2 hrs. Transportation Training missing

Staff # 5 Not Met

"Missing/Incomplete Components"

.24(1)-No Record

Staff # 6 Not Met

Date of Hire: 07/12/2019

"Missing/Incomplete Components"

.24(1)-DOB Missing,.24(1)-Address Missing,.24(1)-Education Experience Missing,.24(1)-Evidence of Orientation Missing,.24(1)-Phone Number Missing,.24(1)-SSN Missing

Staff # 7 Met

**Staff Credentials Reviewed: 2**

**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met**

**Comment**

Consultant discussed with the provider about criminal record checks requirements and during operating hours regardless if children are off site or present as the cafeteria should not be used for community purposes as the classrooms are located off the cafeteria.

**Correction Deadline: 1/30/2019**

**Corrected on 7/16/2019**

**.09(1)(a) - Citation observed to be corrected. All current staff have a comprehensive background check.**

**Correction Deadline: 1/30/2019**

**Corrected on 7/16/2019**

**.09(1)(c) - Citation observed to be corrected.**

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

**Finding**

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on a review of records that the center does not have 50 percent of the staff trained in first aid and CPR as only two staff members were observed to have it.

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**Correction Deadline: 8/15/2019**

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**591-1-1-.24 Personnel Records**

**Technical Assistance**

**Technical Assistance**

Consultant discussed that personal records need to include staff's application with identifying information, education and work history. Please ensure they are kept within the center and accessible.

**Correction Deadline: 7/21/2019**

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**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 three staff members did not have documentation of orientation being completed before they were placed in the classroom.

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**Correction Deadline: 7/16/2019**

**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 a review of records that two staff members did not complete health and safety orientation within 90 days of their hire date.

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**Correction Deadline: 7/23/2019**

**Recited on 7/16/2019**

**Finding**

591-1-1-.33(4) requires all Staff who provide any direct care to children, except independent contractors, Students-in-Training and volunteers, to obtain ten (10) clock hours of training or instruction in child care issues from an accredited school or Department-approved source. At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children. It was determined based on a review of records that three staff members did not complete their ten hours of required first year training in that two staff members had no training and one staff member completed only one hour of reporting child abuse and neglect and not other training.

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**Correction Deadline: 8/15/2019**

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

**Correction Deadline: 1/30/2019**

**Corrected on 7/16/2019**

**.31(1)(a) - Citation observed to be corrected.**

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)** **Met**

**Comment**

Adequate supervision observed on this date.

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

**Comment**

Center observed to maintain appropriate staff:child ratios.