



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: 6/25/2019 **VisitType:** Licensing Study **Arrival:** 10:55 AM **Departure:** 2:20 PM

CCLC-3623

Berry College Child Development Center

2277 Martha Berry Hwy. Mount Berry, GA 30149 Floyd County
 (706) 236-2247 kbachus@berry.edu

Regional Consultant

Rachael Brown

Phone: (770) 342-7795

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rachael.brown@decal.ga.gov

Mailing Address

P.O. Box 490447
 Mount Berry, GA 30149

Quality Rated: ★ ★

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.
06/25/2019	Licensing Study	Good Standing	
12/12/2018	Monitoring Visit	Good Standing	
05/02/2018	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
Main	1L:Faith Cottage-Hope	Five Year Olds	5	16	C	24	C	NA	NA	Lunch,Circle Time
Main	1R :Front Atlanta Hall A	Two Year Olds and Three Year Olds	3	11	C	19	C	NA	NA	Centers
Main	1R:Back Atlanta Hall B		0	0	C	11	C	NA	NA	Not In Use
Main	1R:Faith Cottage-A	Four Year Olds	5	15	C	21	C	NA	NA	Outside
Main	2R:Atlanta Hall C		0	0	C	30	C	NA	NA	Not In Use
Main	Atlanta Hall D		0	0	C	8	C	NA	NA	Not In Use
Main	Faith Cottage- C		0	0	C	5	C	NA	NA	Not In Use
Main	Faith Cottage-B		0	0	C	4	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 122						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 42			Total Capacity @35 sq. ft.: 122			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground I	90	C
Main	Playground II	60	C

Comments

Consultant left a 1-day letter for three employees.
 Consultant left the criminal records check affidavit.

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.

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.dec.state.ga.us/>
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.state.ga.us

Karen Bachus, Program Official

Date

Rachael Brown, 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)****Met****Comment**

A variety of equipment and toys were observed throughout the center.

Comment

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

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 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**

Monitor/add resilient surface as needed. Monitor for flying/stinging insects.

Correction Deadline: 7/5/2019

Health and Hygiene

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

No children enrolled who require diapering.

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

Proper hand washing observed throughout the center.

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

Discussed proper medication documentation and procedures.

Safety

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

Age-appropriate discussion and/or redirection observed.

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

Complete documentation of transportation observed.

Sleeping & Resting Equipment

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

Please ensure that cribs/cots are labeled for individual use.

Staff Records**Records Reviewed: 32****Records with Missing/Incomplete Components: 3**

Staff # 1

Met

Date of Hire: 08/01/2018

Staff # 2

Met

Date of Hire: 01/19/2017

Staff # 3

Not Met

Date of Hire: 05/21/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 4

Not Met

Date of Hire: 05/05/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 5

Met

Date of Hire: 06/05/2019

Staff # 6 Date of Hire: 08/20/2018	Met
Staff # 7 Date of Hire: 08/20/2023	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 8 Date of Hire: 03/13/2006	Met
Staff # 9 Date of Hire: 06/06/2006	Met
Staff # 10 Date of Hire: 08/20/2018	Met
Staff # 11 Date of Hire: 01/27/2017	Met
Staff # 12 Date of Hire: 06/01/2011	Met
Staff # 13 Date of Hire: 08/20/2023	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 14 Date of Hire: 08/01/2016	Met
Staff # 15 Date of Hire: 07/01/2016	Met
Staff # 16 Date of Hire: 08/20/2018	Met
Staff # 17 Date of Hire: 07/09/2003	Met
Staff # 18 Date of Hire: 06/14/2017	Met
Staff # 19 Date of Hire: 10/01/2018	Met
Staff # 20 Date of Hire: 10/01/2008	Met

Records Reviewed: 32**Records with Missing/Incomplete Components: 3**

Staff # 21	Met
Date of Hire: 08/20/2018	
Staff # 22	Met
Date of Hire: 08/20/2023	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 23	Met
Date of Hire: 08/20/2023	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 24	Met
Date of Hire: 12/03/1999	
Staff # 25	Met
Date of Hire: 05/05/2019	
Staff # 26	Met
Date of Hire: 08/01/2015	
Staff # 27	Met
Date of Hire: 09/08/2017	
Staff # 28	Met
Date of Hire: 08/21/2017	
Staff # 29	Met
Date of Hire: 08/20/2018	
Staff # 30	Met
Date of Hire: 08/20/2023	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 31	Not Met
Date of Hire: 05/05/2019	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 32	Met
Date of Hire: 05/06/2019	

Staff Credentials Reviewed: 32**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met**

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 review of documents that three employees were present without submitting a records check application. Application was made on this date.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will view videos 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 view videos to ensure the CRC rules are maintained.

Correction Deadline: 6/25/2019

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 review of documents that three employees were present without a valid and current satisfactory Comprehensive Records Check Determination on file.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will view videos 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. 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 view videos to ensure the CRC rules are maintained.

Correction Deadline: 6/25/2019

Technical Assistance

Ensure Students-in-training fingerprint letters are ported to your facility.

Correction Deadline: 6/25/2019

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

Met

Comment

Staff observed to be compliant with applicable laws and regulations.

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

Staff observed to provide direct supervision and be attentive to children's needs.