



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: 9/9/2019 **VisitType:** Monitoring Visit **Arrival:** 11:50 AM **Departure:** 3:30 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		
09/09/2019	Monitoring Visit	Good Standing
06/25/2019	Licensing Study	Good Standing
12/12/2018	Monitoring Visit	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	1L:Faith Cottage-Hope	Four Year Olds and Five Year Olds	2	14	C	24	C	NA	NA	Lunch
Main	1R :Front Atlanta Hall A	Three Year Olds	3	12	C	19	C	NA	NA	Lunch
Main	1R:Back Atlanta Hall B		0	0	C	11	C	NA	NA	Not In Use,Not In Use,Lunch
Main	1R:Faith Cottage-A	Four Year Olds and Five Year Olds	3	11	C	21	C	NA	NA	Lunch
Main	2R:Atlanta Hall C	Two Year Olds	3	12	C	30	C	NA	NA	Not In Use,Lunch
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: 49

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 Criminal Records Check 1-day letter.
Consultant left Criminal Records Check video affidavit.

Plan of Improvement: Developed This Date 09/09/2019

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.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.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

Date: 9/9/2019 **VisitType:** Monitoring Visit **Arrival:** 11:50 AM **Departure:** 3:30 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**

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

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**

No hazards observed accessible to children on this date.

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

Discussed maintenance of resilient surface. Please fluff and redistribute and add more as needed.

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

Staff stated proper knowledge of handwashing procedures.

591-1-1-.20 Medications(CR) **N/A**

Comment

The Provider does not dispense/administer medication at this time.

Safety

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

Comment

Age-appropriate discussion and/or redirection observed.

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

Comment

Field trip documentation observed to be complete.

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

Comment

A current/completed inspection was observed for all vehicles used in transporting children this date.

Comment

Complete documentation of transportation observed.

Sleeping & Resting Equipment

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

Comment

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

Staff Records

Records Reviewed: 21

Records with Missing/Incomplete Components: 1

Staff # 1 Met

Date of Hire: 07/01/2016

Staff # 2 Met

Date of Hire: 03/11/2019

Staff # 3 Met

Date of Hire: 08/26/2019

Staff # 4 Met

Date of Hire: 05/05/2019

Staff # 5 Met

Date of Hire: 08/15/2005

Staff # 6	Met
Date of Hire: 08/26/2019	
Staff # 7	Met
Date of Hire: 01/07/2019	
Staff # 8	Met
Date of Hire: 08/20/2018	
Staff # 9	Met
Date of Hire: 07/26/2011	
Staff # 10	Met
Date of Hire: 06/01/2006	
Staff # 11	Met
Date of Hire: 09/24/2018	
Staff # 12	Met
Date of Hire: 08/20/2018	
Staff # 13	Met
Date of Hire: 05/06/2019	
Staff # 14	Met
Date of Hire: 11/22/2016	
Staff # 15	Met
Date of Hire: 09/04/2019	
Staff # 16	Met
Date of Hire: 08/25/2019	
Staff # 17	Met
Date of Hire: 08/25/2019	
Staff # 18	Met
Date of Hire: 12/03/1999	
Staff # 19	Not Met
Date of Hire: 08/26/2019	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 20	Met

Date of Hire: 09/08/2017

Staff # 21

Met

Date of Hire: 08/01/2016

Staff Credentials Reviewed: 4

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)**Not Met****Correction Deadline: 9/9/2019****Corrected on 9/9/2019****.09(1)(a) - Citation observed to be corrected on this date.****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 records that one employee did not have a satisfactory comprehensive records check determination on file. The employee had a satisfactory national determination that was expired and did not obtain a comprehensive satisfactory as required.

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: 9/9/2019**Recited on 9/9/2019****Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on review of records that two employees had satisfactory comprehensive determinations that had not been ported to the center.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will view videos to ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. 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 CRC rules are maintained.

Correction Deadline: 9/9/2019

Finding

591-1-1-.09(1)(l)3. requires the Center to immediately require a new Comprehensive Records Check Determination for a Director, Employee or Provisional Employee at least once every five years. It was determined based on review of records that one employee had a satisfactory criminal record check that expired on May 31, 2019 and a new fingerprint application had not been submitted to the department or authorized fingerprinting site. Application was made on this date.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will view videos to ensure that each Director, Employee and Provisional Employee has a Comprehensive Records Check Determination on file that has been issued within the past five years. 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 CRC rules are maintained.

Correction Deadline: 9/9/2019

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.