



**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:** 5/1/2018    **VisitType:** Licensing Study    **Arrival:** 2:00 PM    **Departure:** 3:30 PM

**CCLC-37645**

**Men About Change**

3805 Napier Avenue Macon, GA 31204 Bibb County  
 (478) 305-7552 hardnock31204@hotmail.com

**Regional Consultant**

Sondra Paster

Phone: (478) 314-5803

Fax: (478) 314-5811

sondra.paster@dec.al.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★

| <b>Compliance Zone Designation</b> |                  |               |
|------------------------------------|------------------|---------------|
| 05/01/2018                         | Licensing Study  | Good Standing |
| 12/06/2017                         | POI Follow Up    | Good Standing |
| 11/07/2017                         | 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                           | Room A             | Five Year Olds and Six Year Olds and Over | 1                              | 12       | C    | 38                            | C            | NA  | NA           | Snack, Transitioning |
| Main                           | Room B (cafeteria) | Six Year Olds and Over                    | 1                              | 10       | C    | 21                            | C            | NA  | NA           | Snack, Transitioning |
| Main                           | Room C             |   | 0                              | 0        | C    | 15                            | C            | NA  | NA           |                      |
| Main                           | Room D             |   | 0                              | 0        | C    | 9                             | C            | NA  | NA           |                      |
| Main                           | Room E             |   | 0                              | 0        | C    | 5                             | C            | NA  | NA           |                      |
| Main                           | Room F             |   | 0                              | 0        | C    | 5                             | C            | NA  | NA           |                      |
| Main                           | Room G             |   | 0                              | 0        | C    | 10                            | C            | NA  | NA           |                      |
| Total Capacity @35 sq. ft.: 87 |                    |   |                                |          |      | Total Capacity @25 sq. ft.: 0 |              | Building @35 capacity limited by Playground Limitations |              |                      |
| Total # Children this Date: 22 |                    |   | Total Capacity @35 sq. ft.: 87 |          |      | Total Capacity @25 sq. ft.: 0 |              |   |              |                      |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
| Main     | playground | 29                   | C                     |

**Comments**

Plan of Improvement: Developed This Date 05/01/2018

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).



**Reminder:** All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit [www.decalkoala.com](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.

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@decals.ga.gov](mailto:CCSRefutations@decals.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://decals.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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.decals.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@decals.ga.gov](mailto:qualityrated@decals.ga.gov)

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Erwin Clowers, Program Official

Date

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Sondra Paster, Consultant

Date



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### Findings Report

**Date:** 5/1/2018    **VisitType:** Licensing Study    **Arrival:** 2:00 PM    **Departure:** 3:30 PM

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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**

The consultant observed no hazardous or unsecured equipment on this date.

**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

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

**Comment**

Bathrooms observed to be clean and well maintained.

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

**Comment**

Licensed capacity observed to be met by center.

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

**Comment**

No hazards observed accessible to children on this date.

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

**Comment**

Playground observed to be clean and in good repair.

**Food Service**

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**591-1-1-.15 Food Service & Nutrition** **Met**

**Comment**

Center menu meets USDA guidelines.

**Comment**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3

Components for breakfast: Grains, Vegetables, Fruits or both, Milk

5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk

2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://decal.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

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

**Comment**

Kitchen observed clean and well organized.

**Health and Hygiene**

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**591-1-1-.10 Diapering Areas & Practices(CR)** **N/A**

**Comment**

Center does not provide care to children that require diapering.

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

**Comment**

Proper hand washing observed throughout the center.

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

**Comment**

The staff in charge stated that medication is not administered at the center.

## Policies and Procedures

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

Not Met

#### Finding

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on observation that the center was observed to be without fire drill documentation for January, February and March 2018.

#### 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: 5/6/2018**

## Safety

### 591-1-1-.05 Animals

N/A

#### Comment

Center does not keep animals on premises.

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

Met

#### Comment

Age-appropriate discussion and/or redirection observed.

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

Not Evaluated

#### Comment

Center does not participate in field trips at this time. Field trips will occur during summer break.

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

Not Met

#### Comment

Complete documentation of transportation observed.

#### Comment

Van inspection observed to be completed on April 6, 2018.

#### 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 observation that the director was observed to have transportation training that had expired March of 2017.

#### POI (Plan of Improvement)

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

**Correction Deadline: 5/11/2018**

## Sleeping & Resting Equipment

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

N/A

#### Comment

The center does not provide care to infants.

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

Criminal records checks were observed to be complete.

**Comment**

Director provided two files for employees hired since last visit.

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

Evidence observed of 50% of center staff certified in First Aid and CPR.

**Finding**

591-1-1-.14(3) requires the Center to have a first aid kit in each building of the Center and in any vehicle used by the Center for transportation of children, that contains scissors, tweezers, gauze pads, adhesive tape, thermometer, band-aids, assorted sizes, antibacterial ointment, insect-sting preparation, an antiseptic cleansing solution, triangular bandages, rubber gloves, protective eye wear, a protective face mask, and a cold pack. The first aid kit, together with a first aid instruction manual which must be kept with the kit at all times, shall be stored so that it is not accessible to children but is easily accessible to Staff. It was determined based on observation that the center's van first aid kit was observed to be missing safety eyewear, face mask, antibiotic ointment, scissors, insect sting preparation and triangular bandage on this date.

**POI (Plan of Improvement)**

Center Staff will provide any missing first aid kits, add any missing items to each first aid kit and will develop and use a plan for checking the kits and replacing missing items in each kit in the future. First aid kits and instruction manuals will be stored so that they kits are not accessible to children but are easily accessible to Center Staff.

**Correction Deadline: 5/11/2018**

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**591-1-1-.33 Staff Training****Not Met****Finding**

Previously Cited: 591-1-1-.33(5) requires ten clock hours of annual training for supervisory and caregiver Staff, except for independent contractors, Students-in-Training and volunteers, in the subjects of early childhood education, child development or subjects related to the position. It was determined based on observation that the director and another staff were observed to be without 10 hours training for 2016.

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on observation that the director and four staff were observed to be without 10 hours of annual training for 2017.

**POI (Plan of Improvement)**

Previously Cited: The center will plan and schedule the required 10 hours of ongoing training each year and follow up to ensure the training is completed.

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

**Correction Deadline: 5/31/2018****Recited on 5/1/2018**

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

**Met**

**Comment**

Staff observed to meet applicable laws and regulations on this date.

|                                 |
|---------------------------------|
| <b>Staffing and Supervision</b> |
|---------------------------------|

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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**

**Comment**

Adequate supervision observed on this date.