



**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: 9/5/2017 **VisitType:** Licensing Study **Arrival:** 10:55 AM **Departure:** 1:25 PM

CCLC-39200

U-H-C-C-C

808 W 45th Street Savannah, GA 31405 Chatham County
(912) 572-3043 browndoris29@yahoo.com

Regional Consultant

Kati Cosby

Phone: (912) 544-8606

Fax: (912) 544-9425

kati.cosby@decal.ga.gov

Mailing Address

Same

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.
09/05/2017	Licensing Study	Deficient	
04/03/2017	POI Follow Up	Good Standing	
03/31/2017	POI 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 (School-Age)		0	0	C	5	C	NA	NA	
Main	B (2-3 yrs.)		0	0	C	4	C	NA	NA	
Main	C (3-4 yrs.)	Infants and One Year Olds and Two Year Olds and Three Year Olds	1	6	C	4	NC	NA	NA	Free Play
Total Capacity @35 sq. ft.: 13						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 6			Total Capacity @35 sq. ft.: 13			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	17	C

Comments

Consultant left a one day letter. Plan of Improvement to be submitted to the Consultant no later than 9/19/2017. Director not present.

Plan of Improvement: To Be Submitted 09/19/2017

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. You are encouraged not to wait and to complete the process as soon as possible.



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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@decga.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://decga.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)

Doris Brown, Program Official

Date

Kati Cosby, Consultant

Date



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Findings Report

Date: 9/5/2017 **VisitType:** Licensing Study **Arrival:** 10:55 AM **Departure:** 1:25 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Met

Correction Deadline: 4/13/2017

Corrected on 9/5/2017

.03(2) - Consultant observed completed lesson plans.

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

Met

Comment

Observed-Variety Throughout Center

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

Met

Comment

No Swimming Activities Provided

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 2

Child # 1

Met

Child # 2

Not Met

"Missing/Incomplete Components"

.08(g)-Immunization

Child # 3

Met

Child # 4

Met

Child # 5

Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Doctor, Clinic, Phone Numbers,.08(a)-(f)-Allergies and Disabilities

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

Not Met

Finding

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined, based on review of records, that two of five files reviewed were missing physician information and one of five files was missing allergy information.

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Correction Deadline: 9/26/2017

Recited on 9/5/2017

Finding

591-1-1-.08(1)(b) requires Center Staff to maintain a file for each child that includes parental authorizations, including, but not limited to, written authorization for the Center to obtain emergency medical care for the child when the Parent is not available. It was determined, based on review of records, that one of six files reviewed did not have a complete parental authorization.

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Correction Deadline: 9/5/2017

Finding

591-1-1-.08(2) requires Center Staff to maintain a file for each child that includes evidence of age-appropriate immunizations or a signed affidavit against such immunizations for each child enrolled in the center on a form approved by the Department, and to allow no child to continue enrollment in the Center for more than thirty (30) days without such evidence. It was determined, based on review of records, that one of six files reviewed had an expired immunization record.

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Correction Deadline: 9/15/2017

	Facility
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591-1-1-.19 License Capacity(CR) **Not Met**

Finding

591-1-1-.19(1) requires a Center provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined, based on observations, that in Room C the Center cared for six children in a space that was licensed for four children.

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Correction Deadline: 9/5/2017

Recited on 9/5/2017

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

Comment

Reminder-Keep Hazards Inaccessible

591-1-1-.26 Playgrounds(CR) **Not Met**

Finding

591-1-1-.26(6) The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined, based on observation, that the brown, tan and green plastic house was broken and the roof and side were detached in the play area.

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Correction Deadline: 9/5/2017

Recited on 9/5/2017

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, that there were several active ant beds and large limbs down in the play area.

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Correction Deadline: 9/5/2017

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR) **Not Met**

Finding
591-1-1-.10(4) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined, based on observation, that the diaper changing surface had three large rips in the plastic.

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Correction Deadline: 9/5/2017

591-1-1-.17 Hygiene(CR) **Not Met**

Finding
591-1-1-.17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined, based on observation, that staff did not follow proper hand washing procedures for a child after diapering.

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Correction Deadline: 9/5/2017

Finding

591-1-1-.17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined, based on observation, that a staff member did not follow proper hand washing procedures after a diaper change.

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Correction Deadline: 9/5/2017

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

Comment

Discussed-Documentation/Procedures

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Not Met**

Finding

591-1-1-.21(3) requires that the Center conduct and document fire drills monthly and tornado and/or other emergency situations every six months. It was determined, based on review of records, that the Center did not have valid evidence of fire drills being conducted in August of 2017.

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Correction Deadline: 9/30/2017

Recited on 9/5/2017

Safety

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

Comment

Reminder-Voice Tone in Redirecting

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

Comment

No Routine Transportation Provided

Sleeping & Resting Equipment

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

Not Met

Finding

591-1-1-.30(1)(a) requires a crib that is safety approved in compliance with Consumer Product Safety Commission (CPSC) and American Society of Testing and Materials International (ASTM) safety standards be provided for each infant. It was determined, based on observation, that the Center had three Pack-N-Plays in use for infants on this date.

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Correction Deadline: 9/30/2017

Staff Records

Records Reviewed: 4

Records with Missing/Incomplete Components: 2

Staff # 2

Not Met

Date of Hire: 01/31/2017

"Missing/Incomplete Components"

.16(b)-40 Hr. Director Training Missing,.14(2)-CPR missing,.14(2)-First Aid Missing,.33(2)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training,.09-Criminal Records Check Missing

Staff # 3

Not Met

Date of Hire: 04/17/2017

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(2)-Health & Safety Certificate,.09-Criminal Records Check Missing

Records Reviewed: 4

Records with Missing/Incomplete Components: 1

Staff # 1

Met

Date of Hire: 06/01/2010

Staff # 4

Not Met

Date of Hire: 03/15/2013

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training, .33(5)-10 Hrs. Annual Training

Staff Credentials Reviewed: 4

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

Not Met

Correction Deadline: 4/3/2017

Corrected on 9/5/2017

.09(1)(e) - Previous citation was corrected in that the criminal records checks were observed to be complete.

Finding

591-1-1-.09(1)(f) requires Directors hired before January 1, 2014 to receive a new satisfactory Fingerprint Records Check Determination before January 1, 2019. It was determined, based on review of records, that the Director did not have a preliminary records check on file. Consultant observed a local background check completed on April 19, 2017.

Correction Deadline: 9/5/2017

Finding

591-1-1-.09(1)(g) requires Provisional Employees hired on or after January 1, 2014 to have a satisfactory Preliminary Records Check Determination. A Provisional Employee cannot reside at the Center or be present at the Center while children are present for care for more than 21 days from the date of hire or first day of residency without first submitting both a Fingerprint Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined, based on review of records, that an employee hired on April 14, 2017 did not complete the fingerprinting requirements within the 21 days from the date of hire.

Correction Deadline: 9/5/2017

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

Not Met

Finding

591-1-1-.31(1)(a) requires the Center to have a Director who is responsible for the supervision, operation and maintenance of the Center. The Director must be on the Center's premises. If the Director is absent from the Center at any time during the hours of the Center's operation, there shall be an officially designated person on the Center site to assume responsibility for the operation of the Center, and this person shall have full access to all records required to be maintained under these rules. It was determined, based on observation and staff statements, that the Center Director was not present on this date and according to the Owner had not been present since June of 2017. The Center's Owner was present on this date and was responsible for supervision.

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Correction Deadline: 9/5/2017

Finding

591-1-1-.31(1)(c) requires that a copy and/or written verification of the credential or degree awarded to the Director by the technical college, university, school or Department-approved trainer listed in 591-1-1-.31(1)(b)2. (i) through (xiii) be maintained by the Center in the Director's file and such documentation shall be available for inspection by Department staff upon request. It was determined, based on review of records, that the Center did not maintain a complete file with a copy of the Director's credentials available for review.

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Correction Deadline: 9/5/2017

Finding

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined, based on review of records, that one lead teacher did not meet the minimum academic qualifications

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Correction Deadline: 9/5/2017

Staffing and Supervision

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

Comment

Observed-Appropriate Staff:Child Ratios

Finding

591-1-1-.32(7) requires that children be supervised at all times and that the persons supervising in the child care area be alert, able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the chaperones and Students-in-Training, and provide timely attention to the children's actions and needs. It was determined, based on observation, that staff did not provide adequate supervision in that a child left the play area and another staff found the child in the hall way.

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Correction Deadline: 9/5/2017