



**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: 9/6/2017 **VisitType:** POI Follow Up **Arrival:** 9:00 AM **Departure:** 11:15 AM

CCLC-39200

U-H-C-C-C

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Regional Consultant

Kati Cosby

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Mailing Address

Same

Compliance Zone Designation		
09/06/2017	POI Follow Up	Deficient
09/05/2017	Licensing Study	Deficient
04/03/2017	POI Follow Up	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 (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	7	NC	4	NC	NA	NA	Free Play
Total Capacity @35 sq. ft.: 13						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 7			Total Capacity @35 sq. ft.: 13			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	17	C

Comments

Telephone conference scheduled for September 7, 2017 at 2:00 PM.

Plan of Improvement: Developed This Date 09/06/2017

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@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)

Doris Brown, Program Official

Date

Kati Cosby, Consultant

Date



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Findings Report

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The following information is associated with a POI Follow Up:

Children's Records

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

Defer

Defer

591-1-1-.08(1)- Consultant will review Children's files after the plan of improvement deadline.

POI (Plan of Improvement)

Previously Cited: Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Previously Cited: The group day care home will have the information completed.

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 9/26/2017

Defer

591-1-1-.08(1)(b)- Consultant will review Children's records after the plan of improvement deadline.

POI (Plan of Improvement)

The Center will develop and follow a system to place and maintain all types of parental authorizations in these files.

Correction Deadline: 9/5/2017

Defer

591-1-1-.08(2)- Consultant will review Children's files after plan of improvement deadline.

POI (Plan of Improvement)

Center staff will have and use a plan to track immunization forms for all enrolled children and to ensure the form or affidavit are obtained from the parent or guardian within 30 days of enrollment. Parents will be informed their child cannot remain enrolled in the center without this documentation.

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 to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined, based on observation, that the Center cared for seven children in the front room that was licensed for five children.

POI (Plan of Improvement)

The Center will limit the number of children in this space to the licensed capacity.

The center will limit the number of children in this space to the licensed capacity.

Previously Cited: The facility will limit the number of children in this space to the licensed capacity.

Correction Deadline: 9/6/2017

Recited on 9/6/2017

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

Defer

Defer

591-1-1-.26(6)- Consultant will observe the playground after the plan of improvement deadline.

POI (Plan of Improvement)

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

Previously Cited: To ensure the safety of equipment, the facility will ensure all equipment is safe and free is rust and sharp edges.

Correction Deadline: 9/5/2017

	Health and Hygiene
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591-1-1-.10 Diapering Areas & Practices(CR)

Met

Correction Deadline: 9/5/2017

Corrected on 9/6/2017

.10(4) - Previous citation corrected in that Consultant observed the diaper changing surface to be a nonporous surface in good repair.

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

Not Met

Correction Deadline: 9/5/2017

Corrected on 9/6/2017

.17(7) - Consultant observed proper handwashing for children.

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 an employee did not wash their hands upon arrival to the Center.

Correction Deadline: 9/6/2017

Recited on 9/6/2017

Policies and Procedures

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

Defer

Defer

591-1-1-.21(3)- Consultant will review emergency drill after the plan of improvement deadline.

POI (Plan of Improvement)

The center will hold the necessary drills on a regular basis and maintain adequate documentation of these drills for two years.

Correction Deadline: 9/30/2017

Sleeping & Resting Equipment

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

Defer

Defer

591-1-1-.30(1)(a)- Consultant will observe cribs after the plan of improvement deadline.

POI (Plan of Improvement)

The Center will provide a crib that is safety approved in compliance with CPSC and ASTM safety standards for each infant.

Correction Deadline: 9/30/2017

Staff Records

Records Reviewed: 4

Records with Missing/Incomplete Components: 0

Staff # 2 Met
Date of Hire: 01/31/2017

Staff # 3 Met
Date of Hire: 04/17/2017

Records Reviewed: 4

Records with Missing/Incomplete Components: 0

Staff # 1 Met
Date of Hire: 06/01/2010

Staff # 4 Met

Date of Hire: 03/15/2013

Staff Credentials Reviewed: 4

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

Defer

Defer

591-1-1-.09(1)(f)- Consultant will review completed fingerprint records checks at next visit.

POI (Plan of Improvement)

The Center will ensure that Director's hired before January 1, 2014 obtain a new satisfactory Fingerprint Records Check Determination before January 1, 2019.

Correction Deadline: 9/6/2017

Recited on 1/1/0001

Defer

591-1-1-.09(1)(g)- Consultant will review new fingerprint records checks during next visit.

POI (Plan of Improvement)

The Center will ensure that Provisional Employees hired on or after January 1, 2014 have a satisfactory Preliminary Records Check Determination. The Center will have a plan to ensure that Provisional Employees hired on or after January 1, 2014 submit a Fingerprint Records Check Application to the Department and Fingerprints to an authorized fingerprinting site within 21 days from the date of hire or the first day of residency. The Center will not allow a provisional employee to be at the Center while children are present if this requirement is not met.

Correction Deadline: 9/6/2017

Recited on 1/1/0001

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

Defer

Defer

591-1-1-.31(1)(a)- Deferred until after plan of improvement deadline.

POI (Plan of Improvement)

The Center will ensure a director, responsible for the supervision, operation and maintenance of the Center is on the premises. during operating hours. The Center will officially designate a person to assume responsibility for the operation of the Center when the director is not present who has full access to all records.

Correction Deadline: 9/6/2017

Recited on 1/1/0001

Defer

591-1-1-.31(1)(c)- Consultant will review credentials after plan of improvement deadline.

POI (Plan of Improvement)

The Center will obtain the written verification from the Director, place it in the Director's file, and provide it to the Department if requested.

Correction Deadline: 9/5/2017

Defer

591-1-1-.31(2)(b)2.- Consultant will review credentials after the plan of improvement deadline.

POI (Plan of Improvement)

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience.

Correction Deadline: 9/5/2017

Staffing and Supervision

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

Not Met

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 the Center was not able to provide adequate supervision in that there was not enough staff present to care for the children when other staff were preparing meals. Based on staff statements, the children were left in another room while the staff were preparing meals in the kitchen.

POI (Plan of Improvement)

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

Correction Deadline: 9/6/2017

Recited on 9/6/2017