



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: 8/25/2020 **VisitType:** Monitoring Visit

Arrival: 11:25 AM

Departure: 2:45 PM

CCLC-46998

Bright Beginnings of Jefferson

1988 Washington Street Jefferson, GA 30549 Jackson County
 (706) 367-5437 healy.brightbeginnings@gmail.com

Mailing Address
 Same

Regional Consultant

Colleen Covey

Phone: (706) 256-7245

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colleen.covey@dec.al.ga.gov

Joint with: Ashley Shirah

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.
08/25/2020	Monitoring Visit	Good Standing	
01/27/2020	Complaint Closure	Good Standing	
01/27/2020	Licensing Study	Good Standing	
			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 - 1L - Infant 1		0	0	C	8	C	NA	NA	
Main	Room B - 2L - Toddler 1	One Year Olds	1	6	C	10	C	NA	NA	Nap
Main	Room C - 3L - Two-Year-Olds	One Year Olds	1	8	C	10	C	NA	NA	Nap
Main	Room D - 4L - Two-Year-Old	Two Year Olds	2	14	C	15	C	NA	NA	Nap
Main	Room E - 5L - GA-Pre-K	PreK	2	20	NC	20	C	NA	NA	Story
Main	Room F - 6L - GA-Pre-K	PreK	2	21	C	23	C	NA	NA	Circle Time
Main	Room G - 1R - Toddler 1	Infants	2	5	C	9	C	NA	NA	Floor Play,Feeding
Main	Room H - 2R - Toddler 2		0	0	C	9	C	NA	NA	
Main	Room I - 3R - Infant 2	Infants and One Year Olds	1	5	C	9	C	NA	NA	Nap,Feeding
Main	Room J - 4R - Early Preschool 3	Two Year Olds	1	10	C	16	C	NA	NA	Nap
Main	Room K - 5R - Preschool 3	Three Year Olds	1	15	C	15	C	NA	NA	Nap
Main	Room L - 6R - Preschool 4	Three Year Olds	2	15	C	20	C	NA	NA	Nap
Main	Room M - 7R - GA-Pre-K	PreK	2	6	C	20	C	NA	NA	Circle Time

Total Capacity @35 sq. ft.: 184

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG - A - 1L	5	C
Main	PG B - 2L	18	C
Main	PG C - Center - Rear	30	C
Main	PG D - 2R	14	C
Main	PG E - 1L	11	C

Comments

A virtual inspection was conducted on August 25, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on July 16, 2020 was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 08/25/2020

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

Paula Healy, Program Official

Date

Colleen Covey, Consultant

Date

Ashley Shirah, Consultant

Date



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Findings Report

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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

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on August 25, 2020.

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

N/A

Comment

Center does not provide swimming activities.

Facility

591-1-1-.06 Bathrooms

Technical Assistance

Technical Assistance

591-1-1-.06 - Please secure cleaning tools (i.e., broom, plunger) out of reach of children. Discussed privacy requirement for children four years and older.

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

Met

Comment

Licensed capacity observed to be routinely met by center.

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

Met

Comment

A virtual walk through of the center was conducted on August 25, 2020 due to the COVID-19 pandemic. No hazards were observed accessible to children during the virtual visit on this date.

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

Met

Comment

A virtual walk through of the playground was conducted on August 25, 2020 due to the COVID-19 pandemic. The playground was observed to be clean and in good repair. The consultant discussed monitoring and maintaining the resilient surface.

Health and Hygiene

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

Met

Comment

Hand washing and sanitizing requirements for diapering were discussed with the Director on this date. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on August 25, 2020.

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

Met

Comment

Proper hand washing of children and staff was discussed with the Director. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed during the virtual walk through.

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

N/A

Comment

The Provider currently does not dispense/administer medication.

Safety

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

Met

Comment

TA-A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director on this date.

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

N/A

Comment

The Director stated during the administrative review and virtual visit that the center does not provide routine transportation.

Sleeping & Resting Equipment

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

Met

Comment

Discussed SIDS and infant sleeping position. Discussed tight fitting sheets with the Director.

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 31

Records with Missing/Incomplete Components: 2

Staff # 1

Met

Date of Hire: 05/01/2017

Staff # 2

Met

Date of Hire: 05/01/2017

Staff # 3

Met

Date of Hire: 05/01/2017

Staff # 4	Not Met
Date of Hire: 07/07/2020	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 5	Met
Date of Hire: 05/01/2017	
Staff # 6	Met
Date of Hire: 08/24/2020	
Staff # 7	Met
Date of Hire: 05/01/2017	
Staff # 8	Met
Date of Hire: 02/16/2018	
Staff # 9	Met
Date of Hire: 01/02/2019	
Staff # 10	Met
Date of Hire: 08/03/2020	
Staff # 11	Met
Date of Hire: 08/03/2020	
Staff # 12	Met
Date of Hire: 07/22/2019	
Staff # 13	Met
Date of Hire: 05/01/2017	
Staff # 14	Met
Date of Hire: 05/01/2017	
Staff # 15	Met
Date of Hire: 07/01/2015	
Staff # 16	Met
Date of Hire: 06/24/2020	
Staff # 17	Met
Date of Hire: 03/04/2020	
Staff # 18	Met

Records Reviewed: 31**Records with Missing/Incomplete Components: 2**

Date of Hire: 01/22/2020

Staff # 19 Met

Date of Hire: 01/07/2020

Staff # 20 Not Met

Date of Hire: 02/26/2020

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 21 Met

Date of Hire: 08/28/2017

Staff # 22 Met

Date of Hire: 05/10/2017

Staff # 23 Met

Date of Hire: 07/16/2018

Staff # 24 Met

Date of Hire: 10/25/2017

Staff # 25 Met

Date of Hire: 05/01/2017

Staff # 26 Met

Date of Hire: 11/11/2019

Staff # 27 Met

Date of Hire: 06/29/2020

Staff # 28 Met

Date of Hire: 01/26/2018

Staff # 29 Met

Date of Hire: 09/28/2017

Staff # 30 Met

Date of Hire: 06/24/2020

Staff # 31 Met

Date of Hire: 04/15/2019

Staff Credentials Reviewed: 11**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 by a review of records that a staff member did not complete the fingerprint process when they were rehired at the center. During the virtual visit conducted on August 25, 2020 a staff member was observed providing direct care to infants and one year old children in classroom I. No other staff members were present in the classroom. When the staff member was hired on July 7, 2020, their portability period had expired.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will create policies 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 follow procedures to ensure the CRC rules are maintained.

Correction Deadline: 8/25/2020

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 by a review of records that a staff member did not complete the fingerprint process when they were rehired at the center. During the virtual visit conducted on August 25, 2020 a staff member was observed providing direct care to infants and one year old children in classroom I. No other staff members were present in the classroom. When the staff member was hired on July 7, 2020, their portability period had expired.

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IMMEDIATE CORRECTION - The Center will establish policies 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 follow procedures to ensure the CRC rules are maintained.

Correction Deadline: 8/25/2020

Finding

591-1-1-.09(i) requires that for a Provisional Employee to become a permanent Employee, the individual must have a satisfactory Comprehensive Records Check Determination. It was determined based on a review of records that a staff member present in the three year old classroom had a satisfactory criminal record check, but it was not electronically ported to the center. The staff member was observed during the virtual visit working in the classroom with another staff member who did have a satisfactory criminal record check on file.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will establish policies to ensure that Provisional Employees obtain a satisfactory Comprehensive Records Check Determination in order to become an Employee. 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 follow new procedures to ensure CRC rules are maintained.

Correction Deadline: 8/25/2020

591-1-1-.14 First Aid & CPR

Met

Correction Deadline: 2/26/2020

Corrected on 8/25/2020

.14(1) - CPR and First Aid requirements are met according to current licensing guidelines.

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

Met

Comment

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on July 16, 2020.

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

Correction Deadline: 1/27/2020

Corrected on 8/25/2020

.32(7) - Proper supervision was observed during the virtual walk through conducted on this date.