



**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:** 3/1/2021    **VisitType:** Licensing Study    **Arrival:** 10:00 AM    **Departure:** 11:30 AM

**CCLC-50207**

**Big Blue Marble - Evans Towne Center**

7100 Evans Towne Center Blvd Evans, GA 30809 Columbia County  
 (706) 650-2369 center18@bbmacademy.com

**Regional Consultant**

Melyn Smith

Phone: (706) 855-3455

Fax: (706) 434-7640

melyn.smith@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★

<u>Compliance Zone Designation</u>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
03/01/2021	Licensing Study	Good Standing	
01/04/2021	Complaint Investigation by Phone	Good Standing	
09/18/2020	Complaint Investigation by Phone	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-Infant	Infants	2	4	C	13	C	NA	NA	Nap,Feeding,Floor Play
Main	B-Infant	Infants	1	4	C	6	C	NA	NA	Nap,Floor Play
Main	Room 1 (C)	One Year Olds	3	13	C	17	C	NA	NA	Outside
Main	Room 2 (D)	PreK	2	22	C	21	NC	NA	NA	Outside
Main	Room 3(E)	Three Year Olds	2	11	C	16	C	NA	NA	Outside
Main	Room 4(F)	Three Year Olds	2	13	C	15	C	22	C	Outside
Main	Room 5(G)		0	0	C	18	C	26	C	
Main	Room 6-(H)	Two Year Olds	3	18	C	18	C	26	C	Art
Main	Room 7(I)	PreK	2	17	C	25	C	35	C	Outside
Total Capacity @35 sq. ft.: 145			Total Capacity @25 sq. ft.: 145			Building @35 capacity limited by Fire Marshall Limitations				
Total # Children this Date: 102			Total Capacity @35 sq. ft.: 145			Total Capacity @25 sq. ft.: 145				
						Building @25 capacity limited by Fire Marshall Limitations				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant- Right Front	11	C
Main	PG A- Left Playground	62	C
Main	PG B- Center Playground	26	C
Main	PG C- Right Playground	36	C

### Comments

An Administrative Review was conducted on March 1, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on March 10, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on February 15, 2021 was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 03/01/2021

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](mailto: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](mailto:qualityrated@dec.state.ga.us)

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Rhonda McMullen, Program Official

Date

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Melyn Smith, Consultant

Date



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### Findings Report

**Date:** 3/1/2021 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 11:30 AM

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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**

A variety of equipment and toys were observed throughout the center. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through 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: 5**

Child # 1

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 2

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 3

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 4

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 5

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

**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 five of five children's files reviewed were lacking the complete address for release persons on this date.

**POI (Plan of Improvement)**

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: 3/17/2021****Facility****591-1-1-.06 Bathrooms****Technical Assistance****Technical Assistance**

591-1-1-.06 - The consultant discussed with the director to please ensure the bolts connecting the toilets to the floor were covered with protective caps in all bathrooms, as some toilet bolt caps were observed missing during the virtual walk through on this date.

**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**

No hazards observed accessible to children on this date.

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

Playground observed to be clean and in good repair.

**Food Service****591-1-1-.15 Food Service & Nutrition****Technical Assistance**

**Comment**

591-1-1-.15(2) - The consultant observed the center using the new updated feeding plan on this date. The consultant discussed with the director the revision to the written feeding plans for children under the age of 1 years old. Age-appropriate solid foods (including cereal) shall not be given to infants or children less than one (1) year of age until recommended as developmentally appropriate by the child's primary care physician and indicated in writing by the Parent(s). As soon as the feeding plan indicates that a child is ready for solid foods, the child shall be fed from individual spoons and individual containers or dishes. A child shall not be fed directly from the original baby food container if the contents are to be fed to the child at more than one (1) meal or to more than one (1) child.

**Correction Deadline: 3/1/2021**

**Technical Assistance**

591-1-1-.15(7) - The consultant discussed the center's menu and discussed the new revision to restricted food rule which states: Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

**Correction Deadline: 3/1/2021**

<b>Health and Hygiene</b>
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**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. The Director stated proper knowledge of diapering procedures.

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

**Met**

**Comment**

Hand washing requirements were discussed with the Director on this date.

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

**Met**

**Comment**

Documentation for medication dispensing observed complete.

<b>Safety</b>
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**591-1-1-.11 Discipline(CR)**

**Met**

**Comment**

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. The Director stated that positive redirection was used.

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

**N/A**

**Comment**

Center does not participate in field trips at this time.

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

**Technical Assistance**

**Comment**

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

**Comment**

Complete documentation of transportation observed.

**Technical Assistance**

591-1-1-.36(8) - The consultant discussed with the Director to ensure a child's travel time does not exceed forty-five (45) minutes on each trip between the Center and destination unless accompanied by the Parent and excluding field trips, as afternoon routine transportation from Parkway Elementary to the Center was documented as fifty (50) minutes one day during the week of February 22, 2021. No comments were noted to explain the children being on the vehicle more than forty-five (45) minutes.

**Correction Deadline: 3/2/2021**

**Sleeping & Resting Equipment**

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

**Met**

**Comment**

Pleasant naptime environment observed.

**Staff Records**

**Records Reviewed: 23**

**Records with Missing/Incomplete Components: 1**

Staff # 1	Met
Date of Hire: 03/10/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 2	Met
Date of Hire: 09/07/2020	
Staff # 3	Met
Date of Hire: 09/23/2019	
Staff # 4	Met
Date of Hire: 10/12/2020	
Staff # 5	Met
Date of Hire: 09/07/2020	
Staff # 6	Met
Date of Hire: 02/15/2021	
Staff # 7	Met
Date of Hire: 03/03/2020	
Staff # 8	Met
Date of Hire: 03/08/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 9	Met
Date of Hire: 12/16/2020	
Staff # 10	Met
Date of Hire: 01/18/2021	

**Records Reviewed: 23****Records with Missing/Incomplete Components: 1**

Staff # 11	Met
Date of Hire: 10/21/2019	
Staff # 12	Met
Date of Hire: 07/24/2018	
Staff # 13	Met
Date of Hire: 02/15/2021	
Staff # 14	Met
Date of Hire: 11/20/2020	
Staff # 15	Met
Date of Hire: 12/02/2020	
Staff # 16	Met
Date of Hire: 09/07/2020	
Staff # 17	Not Met
Date of Hire: 07/27/2020	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 18	Met
Date of Hire: 03/10/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 19	Met
Date of Hire: 01/21/2021	
Staff # 20	Met
Date of Hire: 01/18/2021	
Staff # 21	Met
Date of Hire: 01/23/2019	
Staff # 22	Met
Date of Hire: 10/07/2019	
Staff # 23	Met
Date of Hire: 11/02/2020	

**Staff Credentials Reviewed: 5****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, based on review of records, that Staff #16 hired July 27, 2020, was lacking evidence of submitting both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site on this date. A comprehensive satisfactory criminal records check determination letter dated November 19, 2018, was observed on file, which was more than twelve months before the date of hire and not able to be ported.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will 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 ensure the CRC rules are maintained.

**Correction Deadline: 3/2/2021**

**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 Staff #16 hired on July 27, 2020 and identified as a lead teacher, was lacking a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child was present for care. A comprehensive satisfactory criminal records check determination letter dated November 19, 2018, was observed on file, which was more than twelve months before the date of hire and not able to be ported.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will 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 ensure the CRC rules are maintained.

**Correction Deadline: 3/2/2021**

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**591-1-1-.33 Staff Training****Met**

**Correction Deadline: 2/8/2020**

**Corrected on 3/1/2021**

**.33(5) - Previous citation corrected, based on review of records, in that documentation was available for ten hours of annual training for 2020 on this date.**

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**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 February 15, 2021.

<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 during the virtual walk through. The consultant discussed with the director the new revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.