



**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:** 11/3/2020    **VisitType:** Licensing Study    **Arrival:** 5:15 PM    **Departure:** 6:15 PM

**CCLC-594**

**Mother Hubbard's Day Care & Kindergarten #1**

2392 Donald Lee Hollowell Pkwy, NW Atlanta, GA 30318 Fulton County  
 (404) 794-0551 motherkindergtn@bellsouth.net

**Regional Consultant**

Lajuana Williams

Phone: (770) 357-7074

Fax: (770) 357-7073

lajuana.williams@decal.ga.gov

**Mailing Address**  
 Same

**Quality Rated:** No

<b>Compliance Zone Designation</b>			<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.
11/03/2020	Licensing Study	Good Standing	
01/09/2020	POI Follow Up	Good Standing	
12/13/2019	Complaint Closure	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
Building I	FRONT L	Two Year Olds and Three Year Olds	2	4	C	21	C	30	C	Floor Play, Transitioning
Building I	FRONT R 3'S	Three Year Olds	1	8	C	31	C	NA	NA	Nap
Building I	Room B-2nd Right	Six Year Olds and Over	2	10	C	11	C	16	C	Homework
Building I	Room C-3rd Right	Infants and One Year Olds	2	6	C	10	C	NA	NA	Floor Play, Feeding
Total Capacity @35 sq. ft.: 73			Total Capacity @25 sq. ft.: 141							
Building I	Room D-Front		0	0	C	24	C	NA	NA	Not In Use
Building I	Room E-Rear		0	0	C	6	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 30			Total Capacity @25 sq. ft.: 141							
Building II	Room F-Right		0	0	C	19	C	NA	NA	Not In Use
Building II	Room G-Left		0	0	C	19	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 38			Total Capacity @25 sq. ft.: 141							
Total # Children this Date: 28			Total Capacity @35 sq. ft.: 141			Total Capacity @25 sq. ft.: 141				

Building	Playground	Playground Occupancy	Playground Compliance
Building I	PGR- Lower	47	C
Building I	PGR- Upper	62	C

#### Comments

An Administrative Review was conducted on November 3 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on November 4, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on August 15, 2020 was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 11/03/2020

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/ChildCare/ProgramsAndRules/ProgramsAndRules.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/ChildCare/ProgramsAndRules/ProgramsAndRules.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.decal.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@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

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Louise Bates, Program Official

Date

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Lajuana Williams, Consultant

Date



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### Findings Report

**Date:** 11/3/2020 **VisitType:** Licensing Study

**Arrival:** 5:15 PM

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#### CCLC-594

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The following information is associated with a Licensing Study:

### Activities and Equipment

#### 591-1-1-.03 Activities

Not Evaluated

##### Comment

591-1-1-.03 - A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

**Correction Deadline: 11/3/2020**

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

Met

##### Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were 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: 2**

Child # 1

Met

Child # 2

Met

Child # 3

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers,.08(3)-Address of Release Person Missing

Child # 4

Met

Child # 5

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers,.08(3)-Address of Release Person Missing

**591-1-1-.08 Children's Records****Technical Assistance****Technical Assistance**

591-1-1-.08(1) - During an administrative review 5 children records were reviewed. 2 of 5 records reviewed contained missing information on the enrollment document, however, the children were no longer in care. Please check records to ensure parent work information and authorized release information is complete. Please ensure there are no blank areas left on the forms and if there are no allergies "N/A" or "none" is used.

**Correction Deadline: 11/3/2020****Facility****591-1-1-.06 Bathrooms****N/A****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through an appropriate number of children observed and the center was observed to be in compliance with the licensed capacity.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through storage of cleaning supplies and possible hazards were discussed. There were no hazards observed to be accessible to the children this date

**591-1-1-.26 Playgrounds(CR)****Met****Correction Deadline: 1/30/2020****Corrected on 11/3/2020**

.26(8) - Previous cite corrected. A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through the playground appeared in good repair this date and mulch was measured by the Director during the virtual visit.

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

During an administrative review the menu was observed. Center menu meets USDA guidelines.

**Health and Hygiene****591-1-1-.07 Children's Health****Not Evaluated**

**Comment**

591-1-1-.07-A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

**Correction Deadline: 11/3/2020**

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through Proper diapering procedures observed and staff stated proper knowledge of the rules.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through staff were observed to remind children to wash hands.

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

The Provider currently does not dispense/administer medication.

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<b>Policies and Procedures</b>
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**591-1-1-.27 Posted Notices****Not Evaluated****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

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**591-1-1-.29 Required Reporting****Not Evaluated****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit, however, reporting requirements were discussed with the Director this date.

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<b>Safety</b>
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**591-1-1-.05 Animals****Met****Comment**

Center does not keep animals on premises.

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**591-1-1-.11 Discipline(CR)****Technical Assistance****Technical Assistance**

591-1-1-.11 - 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.

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**591-1-1-.13 Field Trips(CR)****Not Evaluated****Comment**

Center does not participate in field trips at this time.

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

591-1-1-.36(4)(a) - During an administrative review transportation documentation was observed. A completed inspection was sent to the Consultant via email. The current inspection expires June 17, 2021. During an administrative review transportation checklists from the week of October 12, 2020 was observed to be complete.

## Sleeping & Resting Equipment

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

Technical Assistance

#### Technical Assistance

591-1-1-.30 - A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through SIDS and infant sleep position were discussed with the Director. Staff stated proper knowledge of the rules.

## Staff Records

**Records Reviewed: 9**

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

Staff # 1	Met
Date of Hire: 09/18/2020	
Staff # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
.31(2)(b)2.-Staff Qualifications-Education Missing	
Staff # 3	Met
Date of Hire: 06/12/2020	
Staff # 4	Met
Date of Hire: 12/05/2019	
Staff # 5	Met
Date of Hire: 06/12/2020	
Staff # 6	Not Met
Date of Hire: 07/20/2016	
<u>"Missing/Incomplete Components"</u>	
.31(2)(b)2.-Staff Qualifications-Education Missing	
Staff # 7	Met
Date of Hire: 08/10/2009	
Staff # 8	Met
Date of Hire: 03/02/2011	
Staff # 9	Met
Date of Hire: 10/01/2010	

**Staff Credentials Reviewed: 8**

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<b>591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)</b>	<b>Met</b>
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**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. The Director supplied a completed staff profile for review prior to the virtual walk through. Staff criminal records check information was verified in Koala Outback. Criminal record checks were observed to be complete.

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<b>591-1-1-.14 First Aid &amp; CPR</b>	<b>Met</b>
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**Comment**

During an administrative review CPR records were observed to be complete with the exception of one that expired during COVID-19. Please be mindful of training expiration dates and please ensure training is scheduled as soon as possible.

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<b>591-1-1-.33 Staff Training</b>	<b>Met</b>
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**Correction Deadline: 11/21/2019**

**Corrected on 11/3/2020**

**.33(5) - Previous cite corrected. During an administrative review completed 2019 annual training was observed.**

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<b>591-1-1-.31 Staff(CR)</b>	<b>Technical Assistance</b>
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**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 August 15, 2020.

**Comment**

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

**Technical Assistance**

591-1-1-.31(2)(c) - During the administrative review and subsequent virtual visit it was discussed that two lead teaching staff did not have current CDA certificates and are in pending status with the Council for Professional Recognition. Please continue to monitor progress on getting the certificates renewed and maintain a Professional Learning Plan for both staff.

**Correction Deadline: 11/3/2020**

<b>Staffing and Supervision</b>
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<b>591-1-1-.32 Staff:Child Ratios and Group Size(CR)</b>	<b>Met</b>
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**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through the center was observed to maintain appropriate staff:child ratios.

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<b>591-1-1-.32 Supervision(CR)</b>	<b>Met</b>
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**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through adequate supervision observed on this date.