



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

Cover Sheet

Date: 4/13/2022 **VisitType:** Incident Investigation/Monitoring Visit **Arrival:** 10:30 AM **Departure:** 12:30 PM

CCLC-39038

Chestnut Mountain Academy

4720 Winder Hwy Flowery Branch, GA 30542 Hall County
 (770) 967-7105 cmakids@yahoo.com

Regional Consultant

Margarita Collier

Phone: (770) 342-7934

Fax: (678) 891-5989

margarita.collier@decal.ga.gov

Mailing Address
 Same

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. 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.
04/13/2022	Incident Investigation/Monitoring Visit	Support	
03/14/2022	Complaint Investigation by Phone	Good Standing	
12/15/2021	Licensing Study	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- 1L	Four Year Olds	1	15	C	21	C	NA	NA	Transitioning, Outside, Lunch
Main	B- 2L	Infants and One Year Olds	2	8	C	12	C	NA	NA	Floor Play, Free Play
Main	C- 3L	One Year Olds	1	8	C	11	C	NA	NA	Outside
Main	D- 4L	GA PreK	2	19	C	21	C	NA	NA	Centers
Main	E- 5L	GA PreK	2	22	C	24	C	NA	NA	Transitioning, Centers
Main	F- 3R	Two Year Olds	1	10	C	15	C	NA	NA	Outside
Main	G- 2R	GA PreK	2	20	C	24	C	NA	NA	Outside
Main	H- 1R	Three Year Olds	2	11	C	23	C	NA	NA	Outside

Total Capacity @35 sq. ft.: 150 Total Capacity @25 sq. ft.: 0 Building @35 capacity limited by Health Department Limitations

Total # Children this Date: 113 Total Capacity @35 sq. ft.: 150 Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground Left	96	C
Main	Playground RT	25	C

Comments

The purpose of this visit was to complete an incident investigation/monitoring visit and to follow-up on the previous visit conducted on December 15, 2021. An in-person visit was completed on April 13, 2022. An administrative review was completed on April 19, 2022. Staff criminal record checks, training, and transportation records were reviewed.

Plan of Improvement: To Be Submitted 05/11/2022

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



Important Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

Contact the Quality Rated help desk at 855-800-7747 or qualityrated@dec.state.ga.us for more information. Free technical assistance is available!

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), do the following:

- 1) Log into DECAL KOALA www.decalkoala.com with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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)

Bentley Amy, Program Official

Date

Margarita Collier, Consultant

Date



Bright from the Start Georgia Department of Early Care and Learning
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Findings Report

Date: 4/13/2022 **VisitType:** Incident Investigation/Monitoring Visit **Arrival:** 10:30 AM **Departure:** 12:30 PM

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The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.03 Activities

Technical Assistance

Technical Assistance

Please ensure that the current week's lesson plan is available for review weekly.

Correction Deadline: 4/13/2022

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

Technical Assistance

Technical Assistance

Please ensure to monitor the normal wear and tear of equipment and toys throughout the center.

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

Met

Comment

Center does not provide swimming activities.

Facility

591-1-1-.06 Bathrooms

Technical Assistance

Technical Assistance

Please monitor bathrooms for necessary supplies and monitor the restrooms' ventilation for dust build up.

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)

Not Met

Technical Assistance

Please be mindful to keep items that pose a hazard inaccessible to children.

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Finding

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that the following hazardous items were observed to be accessible to children present for care:
- Classroom H-1R - A staff member's bag containing two bottles of perfume was sitting on a table under the children's cubby area located on the front-right side of the classroom and two tubes of diaper rash cream were stored underneath the diaper changing area located on the front-right side of the classroom.

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Correction Deadline: 4/13/2022

Finding

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that chipped paint was observed in the block area located on the back-right area in classroom H-1R and throughout the walls of classroom F-3R.

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Correction Deadline: 4/13/2022

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

Not Met

Technical Assistance

Consultant discussed monitoring playground equipment for normal wear and tear with the director.

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Technical Assistance

Discussed maintenance of resilient surface. Please fluff and redistribute as needed.

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Finding

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. 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 metal climbing chains attached to the large sliding structure contained peeling rubber located on the front-left side of playground Left. The first-right metal chains attached to the swing set located on the front-right side of playground Left contained peeling rubber creating a potential pinching hazard.

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Correction Deadline: 4/23/2022

Finding

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation that the fall zones surrounding the large sliding structure located on the front-left side of playground Left and the swing set located on the front-right side of playground Left contained approximately three inches of resilient surface when approximately six inches of resilient surface was required. Further observation of playground Left revealed that the black mats surrounding the fall zones of the large sliding structure and swings were not flushed with the resilient surface creating a potential tripping hazard on playground Left. Exposed black tarp was observed underneath the bucket swings located on the back-left side of playground RT creating a potential tripping hazard.

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Correction Deadline: 4/23/2022

Food Service

591-1-1-.15 Food Service & Nutrition

Technical Assistance

Technical Assistance

Please ensure that bottles are covered and fully labeled with child's full name.

Technical Assistance

Please ensure that infant feeding forms are updated regularly.

Health and Hygiene

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

Met

Comment

Proper diapering procedures observed.

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

Technical Assistance

Technical Assistance

Please ensure that all trash cans containing garbage and organic waste are lined with a plastic liner and have a tight-fitting cover.

Technical Assistance

Please ensure that staff members monitor children for runny noses throughout the day.

Comment

Proper hand washing observed throughout the center.

Comment

Staff were observed to remind children to wash hands.

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

Not Met

Technical Assistance

The consultant discussed proper medication documentation and procedures with the director.

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Finding

591-1-1-.20(3) requires the Center to maintain a record of medication dispensed that includes the date, time and amount of medication, any noticeable adverse reaction, and the signature or initials of the person administering the medication. It was determined based on review of records that the center did not administer "Nystatin" according to the requested dates documented on the medication authorization form. Per review of the medication authorization form, the requested dates were March 8, 2022, March 9, 2022, March 10, 2022, and March 11, 2022. However, further review of the medication authorization form revealed that staff administered the medication on April 8, 2022, at approximately 11:30 a.m. The center did not document the amount of medication dispensed and if there were any adverse reactions.

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Correction Deadline: 4/13/2022

Safety

Comment

Staff were observed to maintain a positive learning environment on this date.

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

Technical Assistance

Comment

The center does not participate in field trips at this time. Per director, the center will conduct field trips during the summer camp program.

Technical Assistance

The consultant discussed proper field trip documentation and regulations regarding checklists, name tags and permission forms with the director.

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

Not Met

Technical Assistance

The consultant discussed paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director.

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Comment

The following vehicles had evidence of a current vehicle inspection report on file:

- Vehicle Tag #PN29149

- Vehicle Tag #BKA9452

Per the owner, vehicle tag #PN29149 is not currently being used by the center. Vehicle tag #BKA9452 is currently being used by the center.

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Finding

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on review of records that the center failed to mark with a check or other mark/symbol the unloading of one of 16 children receiving school transportation services from Chestnut Mountain Creative School of Inquiry on April 18, 2022.

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Correction Deadline: 4/14/2022

Finding

591-1-1-.36(7)(c)3. requires that the driver or other designated person document in writing the time of arrival and departure each time the vehicle departs from the Center, is loaded or unloaded at each school and when the vehicle returns to the Center; each time the vehicle departs from the Center, arrives at the location where any child is picked up or dropped off and when the vehicle returns to the Center; each time the vehicle leaves the Center, arrives at a field trip destination, leaves a field trip destination, and returns to the Center. It was determined based on review of records that the center did not document the departure, unloading, and return time for a morning school transportation route conducted to Chestnut Mountain Creative School of Inquiry on April 19, 2022.

Correction Deadline: 4/14/2022

Finding

591-1-1-.36(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Center, and the last stop during transportation to home or school. The responsible person on the vehicle shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; sign the passenger transportation checklist (s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was determined based on review of records that the center failed to document in writing the first check of the vehicle for school transportation services to Chestnut Mountain Creative School of Inquiry on April 19, 2022.

Correction Deadline: 4/14/2022

Sleeping & Resting Equipment

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

Not Met

Technical Assistance

Discussed SIDS and infant sleeping position.

Finding

591-1-1-.30(2) requires the Center to provide a safe sleep environment in accordance with American Academy of Pediatrics (AAP), Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials (ASTM) recommendations as listed in these rules for all infants. Center Staff shall place an infant to sleep on the infant's back in a crib unless the Center has been provided a physician's written statement authorizing another sleep position for that particular infant that includes how the infant shall be placed to sleep and a time frame that the instructions are to be followed. When an infant can easily turn over from back to front and back again, Staff shall continue to put the infant to sleep initially on the infant's back but allow the infant to roll over into his or her preferred position and not re-position the infant. Sleepers, sleep sacks and wearable blankets that fit according to the commercial manufacturer's guidelines and will not slide up around the infant's face may be used when necessary for the comfort of the sleeping infant. Swaddling shall not be used unless the Center has been provided a physician's written statement authorizing its use for a particular infant that includes instructions and a time frame for swaddling the infant. Center Staff shall not place objects or allow objects to be placed in or on the crib with an infant such as but not limited to toys, pillows, quilts, comforters, bumper pads, sheepskins, stuffed toys, or other soft items and shall not attach objects or allow objects to be attached to a crib with a sleeping infant, such as, but not limited to, crib gyms, toys, mirrors and mobiles. It was determined based on observation that an infant was observed to be sleeping in a crib with a pacifier attached to their person.

Correction Deadline: 4/13/2022

Staff Records

Records Reviewed: 23	Records with Missing/Incomplete Components: 2
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Staff # 1	Met
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Staff # 2	Not Met
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Date of Hire: 12/02/2020

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 3	Met
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Staff # 4	Met
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Date of Hire: 03/17/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
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Staff # 5	Met
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Date of Hire: 03/08/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
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Staff # 6	Met
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Date of Hire: 08/20/2018

Staff # 7 Date of Hire: 08/10/2020	Met
Staff # 8 Date of Hire: 08/06/2018	Met
Staff # 9 Date of Hire: 03/21/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 10	Met
Staff # 11 Date of Hire: 10/07/2019	Met
Staff # 12 Date of Hire: 07/13/2020	Met
Staff # 13 Date of Hire: 07/13/2020	Met
Staff # 14 Date of Hire: 08/14/2000	Met
Staff # 15	Met
Staff # 16 Date of Hire: 08/08/2017	Met
Staff # 17 Date of Hire: 11/07/2008	Met
Staff # 18 Date of Hire: 08/01/2011	Met
Staff # 19 Date of Hire: 08/21/2012	Met
Staff # 20 Date of Hire: 02/25/2022	Not Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
<u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	
Staff # 21	Met

Staff # 22
Date of Hire: 11/16/2015

Met

Staff # 23
Date of Hire: 02/08/2022

Met

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff Credentials Reviewed: 7

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)

Not Met

Technical Assistance

The consultant discussed the following information regarding criminal record checks with the director:

- Monitor the expiration dates of all staff members' criminal record check letters.
- Submit a portability request via DECAL KOALA for newly hired staff members that have a previous satisfactory comprehensive criminal record check letter issued by the department.
- Ensure that all newly hired staff members have evidence of a satisfactory comprehensive criminal record check letter prior to providing services to children present for care.
- Ensure that all newly hired and/or seasonal staff members with a six-month break of employment from child care submit an updated criminal record check application and complete the fingerprinting process prior to rendering services for child care services.

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Comment

The director provided three files for staff members hired since the previous visit was conducted on December 15, 2021. The consultant observed three of three newly hired staff members to have evidence of a satisfactory comprehensive determination letter on file.

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Finding

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on review of records that the center did not submit a portability request for the most recently issued comprehensive determination letter for staff member #27. Per director, staff member #27 is a therapist and was not present at the center during the visit. Staff member #27 had evidence of a satisfactory comprehensive determination letter dated for February 25, 2022.

Correction Deadline: 4/13/2022

591-1-1-.33 Staff Training

Not Met

Finding

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on a review of records, three staff members, staff member #4, 6 and 22, hired more than one year ago did not have evidence of completing ten hours of annual training.

Correction Deadline: 6/19/2021

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

Not Met

Comment

Staff observed to be compliant with applicable laws and regulations.

Finding

591-1-1-.31(1)(b)2 requires the Director to possess at least one of the sets of minimum academic requirements and qualifying child care experience listed in Rule 591-1-1-.31(1)(b)2.(i-xiii). It was determined based on review of records that staff member #2, date of hire December 2, 2022, did not have evidence of a current education credential on file. Staff member #2 was observed to have a Child Development Associate (CDA) on file that expired on February 26, 2022, and a 20-hour director's training certificate dated for May 24, 2021.

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Correction Deadline: 4/13/2022

Staffing and Supervision

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

Correction Deadline: 3/14/2022

Corrected on 4/13/2022

The previous citation was observed to be corrected. The consultant observed all children under the age of three-year-old to be housed separately from children over the age of three-year-old.

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

Comment

Staff observed to provide direct supervision and be attentive to children's needs.