



**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: 4/14/2022 **VisitType:** Licensing Study

Arrival: 1:00 PM

Departure: 2:00 PM

CCLC-1258

Chapel Hill Academy

4300 Chapel Crossing Douglasville, GA 30135 Douglas County
(770) 920-5600 krkchapelhills@aol.com

Regional Consultant

Tomekia Hudson

Phone: (770) 544-5978

Fax: (770) 544-5980

tomekia.hudson@dec.al.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.
04/14/2022	Licensing Study	Good Standing	
11/03/2021	Monitoring Visit	Good Standing	
04/06/2021	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	A-100	Infants	2	7	C	16	C	NA	NA	Diapering, Nap, Feeding
Main	B-150		0	0	C	16	C	NA	NA	
Main	C-200	One Year Olds	1	4	C	17	C	NA	NA	Nap
Main	D-250	Two Year Olds	1	5	C	22	C	NA	NA	Nap
Main	E-GYM GA PreK	GA PreK	4	38	C	58	C	82	C	Nap
Main	F-500	Four Year Olds and Five Year Olds	1	13	C	29	C	41	C	Nap
Main	G-450		0	0	C	23	C	NA	NA	
Main	H-400	Three Year Olds and Four Year Olds	1	13	C	22	C	NA	NA	Nap
Main	I-350	Three Year Olds	1	8	C	22	C	NA	NA	Nap
Main	J-300	Two Year Olds	1	7	C	22	C	NA	NA	Nap
Main	K-Cafeteria		0	0	C	23	C	NA	NA	
					Total Capacity @35 sq. ft.: 270		Total Capacity @25 sq. ft.: 306			
Total # Children this Date: 95			Total Capacity @35 sq. ft.: 270			Total Capacity @25 sq. ft.: 306				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A-FL	0	C
Main	B-BL	0	C
Main	C-BR	0	C

Comments

The Consultant completed exit conference by phone and a copy of Licensing Study visit report was electronically emailed to the Program.

Plan of Improvement: No Plan Developed

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/RulesAndRegulations.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)

Shaquana Sterling, Program Official

Date

Tomekia Hudson, Consultant

Date



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Findings Report

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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.

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

Center does not provide swimming activities.

Children's Records**Records Reviewed: 5****Records with Missing/Incomplete Components: 0**

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

591-1-1-.08 Children's Records**Met****Comment**

Parent authorizations obtained/completed.

Comment

Records were observed to be complete and well organized.

Facility**591-1-1-.06 Bathrooms****Met****Comment**

Bathrooms observed to be clean and well maintained.

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**

Center appears clean and well maintained.

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****Met****Comment**

Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations**Met****Comment**

Kitchen appears clean and well organized.

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

Proper diapering procedures observed.

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

Proper hand washing observed throughout the center.

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

Documentation for medication dispensing observed complete.

Policies and Procedures**591-1-1-.27 Posted Notices****Met****Comment**

Observed all required posted notices.

Safety

591-1-1-.05 Animals**Met****Comment**

Center does not keep animals on premises.

591-1-1-.11 Discipline(CR)**Met****Comment**

Age-appropriate discussion and/or redirection observed.

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

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

Comment

Complete documentation of transportation observed.

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position.

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 30**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Staff # 2

Met

Date of Hire: 03/21/2022

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

Staff # 3

Met

Date of Hire: 01/29/2021

Staff # 4

Met

Date of Hire: 08/23/2021

Staff # 5

Met

Date of Hire: 08/24/2004

Staff # 6

Met

Date of Hire: 11/15/2021

Staff # 7

Met

Date of Hire: 12/10/2020

Staff # 8

Met

Staff # 9

Met

Date of Hire: 12/28/2020

Staff # 10 Date of Hire: 06/22/2021	Met
Staff # 11 Date of Hire: 09/27/2021	Met
Staff # 12 Date of Hire: 10/01/2020	Met
Staff # 13	Met
Staff # 14 Date of Hire: 10/08/2019	Met
Staff # 15 Date of Hire: 02/06/1996	Met
Staff # 16 Date of Hire: 05/14/2021	Met
Staff # 17	Met
Staff # 18 Date of Hire: 08/22/1997	Met
Staff # 19	Met
Staff # 20 Date of Hire: 02/21/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 21 Date of Hire: 01/29/2016	Met
Staff # 22 Date of Hire: 07/21/2021	Met
Staff # 23 Date of Hire: 04/06/2021	Met
Staff # 24 Date of Hire: 02/01/2021	Met
Staff # 25 Date of Hire: 02/25/2019	Met

Records Reviewed: 30

Records with Missing/Incomplete Components: 0

Staff # 26 Met

Staff # 27 Met

Date of Hire: 03/21/2022 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 28 Met

Staff # 29 Met

Date of Hire: 05/01/2019

Staff # 30 Met

Date of Hire: 01/30/1998

Staff Credentials Reviewed: 8

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

Comment

Director provided seven files for employees hired since last visit.

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

Comment

Evidence observed of 50% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training Met

Comment

Documentation observed of required staff training.

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

Comment

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

Comment

Staff observed to be compliant with applicable laws and regulations.

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

Comment

Adequate supervision observed on this date.