



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: 9/13/2022 **VisitType:** Monitoring Visit **Arrival:** 10:15 AM **Departure:** 1:35 PM

CCLC-53553

Tiny Footprints Academy

2112 Fairburn Road Douglasville, GA 30135 Douglas County
 (678) 903-6960 info@tinyfootprints.net

Regional Consultant

Tomekia Hudson

Phone: (770) 544-5978

Fax: (770) 544-5980

tomekia.hudson@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.
09/13/2022	Complaint Closure	Good Standing	
09/13/2022	Complaint Investigation & Monitoring Visit	Good Standing	
04/27/2022	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-1L	Infants	1	2	C	6	C	NA	NA	Feeding,Nap
Main	B-2L	Infants and One Year Olds	1	5	C	6	C	NA	NA	Free Play,Nap
Main	C-3L	One Year Olds	1	7	C	8	C	NA	NA	Free Play
Main	D-4L	Two Year Olds	1	10	C	10	C	NA	NA	Free Play
Main	E-5L	Two Year Olds	2	12	C	24	C	NA	NA	Outside
Main	G-2R		0	0	C	20	C	NA	NA	
Main	H-3R	Three Year Olds and Four Year Olds	2	16	C	31	C	NA	NA	Outside
Main	I-Far Back	Four Year Olds	2	13	C	14	C	NA	NA	Lunch
					Total Capacity @35 sq. ft.: 119	Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 65			Total Capacity @35 sq. ft.: 119			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Left Side	53	C
Main	Right Side	48	C

Comments

Director provided eight files for employee hired since previous visit.

Plan of Improvement: Developed This Date 09/13/2022

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)

Tiffany Gray, Program Official

Date

Tomikia Hudson, Consultant

Date



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

Date: 9/13/2022 **VisitType:** Monitoring Visit

Arrival: 10:15 AM

Departure: 1:35 PM

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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

Discussed adding equipment and toys to enhance variety.

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

Met

Comment

Center does not provide swimming activities.

Facility

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.

Health and Hygiene

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

Met

Comment

Staff state proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center.

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

Discussed proper medication documentation and procedures.

Safety

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

Age-appropriate discussion and/or redirection observed.

Comment

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

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

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.

Comment

Pleasant naptime environment observed.

Staff Records**Records Reviewed: 17****Records with Missing/Incomplete Components: 7**

Staff # 1

Not Met

Date of Hire: 09/06/2022

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 2

Met

Date of Hire: 09/06/2021

Staff # 3

Not Met

Date of Hire: 09/08/2022

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 4

Not Met

Date of Hire: 09/12/2022

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

Records Reviewed: 17

Records with Missing/Incomplete Components: 7

.09-Criminal Records Check Missing

Staff # 5	Met
Date of Hire: 07/11/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 6	Met
Date of Hire: 03/21/2022	
Staff # 7	Met
Date of Hire: 11/16/2021	
Staff # 8	Met
Date of Hire: 06/09/2021	
Staff # 9	Not Met
Date of Hire: 09/12/2022	<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 # 10	Met
Date of Hire: 08/02/2021	
Staff # 11	Met
Date of Hire: 04/17/2021	
Staff # 12	Not Met
Date of Hire: 09/12/2022	<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 # 13	Met
Date of Hire: 09/06/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 14	Met
Date of Hire: 12/28/2021	
Staff # 15	Not Met
Date of Hire: 09/13/2022	<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 # 16	Not Met

Records Reviewed: 17

Date of Hire: 09/12/2022

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Records with Missing/Incomplete Components: 7Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 17

Met

Date of Hire: 08/29/2022

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

Staff Credentials Reviewed: 3

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)**Not Met****Comment**

Director provided eight files for employees hired since last visit.

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 a review of records that five employees were present at the center without having evidence of submitting both a Fingerprint Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. A one-day letter was left with the center.

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: 9/13/2022**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 a review of records the center had seven staff members present at the center without having a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center. A one-day letter was left with the center.

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: 9/13/2022

Finding

591-1-1-.09(1)(g) requires the Center to maintain valid evidence of a satisfactory Comprehensive Records Check Determination at the Child Care Learning Center for the Director and each Employee (including Students-in-Training, Volunteers, independent contractors and residents age 17 and older) for the duration of employment or residency plus one year, and such paper or electronic evidence must be made immediately available to the Department upon request. It was determined based on a review of records center did not have valid evidence of a satisfactory Comprehensive Records Check Determination letter on file for six staff members.

POI (Plan of Improvement)

IMMEDIATE CORRECTION -The Center will maintain valid evidence of a satisfactory Comprehensive Records Check Determination for the Director and each Employee (including Students-in-Training, Volunteers, independent contractors and residents age 17 and older) for the duration of employment or residency plus one year, and such paper or electronic evidence will be made immediately available to the Department upon request. The Center will ensure CRC rules are maintained.

Correction Deadline: 9/13/2022

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.

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.