



**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:** 1/10/2019    **VisitType:** Licensing Study    **Arrival:** 10:15 AM    **Departure:** 4:00 PM

**CCLC-35957**

**Abby's Learning Center**

443 Airport Road Dublin, GA 31021 Laurens County  
 (478) 272-7603 abbyslearningcenter@gmail.com

**Regional Consultant**

Laura Johnson

Phone: (470) 891-3520

Fax: (678) 913-0577

laura.johnson@decal.ga.gov

Joint with: Melissa Herndon

**Mailing Address**  
 Same

**Quality Rated:**

<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.
01/10/2019	Licensing Study	Good Standing	
07/05/2018	Complaint Closure	Good Standing	
07/05/2018	Complaint Investigation & Monitoring Visit	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	Two Year Olds and Three Year Olds and Five Year Olds	2	22	C	34	C	NA	NA	Transitioning, Centers
Main	B	Two Year Olds	1	10	C	12	C	NA	NA	Lunch, Transitioning
Main	C	Infants and One Year Olds and Two Year Olds	5	18	C	22	C	NA	NA	Floor Play, Lunch
Main	Lunch Room		0	0	C	21	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 89					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 50			Total Capacity @35 sq. ft.: 89			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance

**Comments**

The purpose of today's visit is to conduct a licensing study.  
 The center does not provide transportation, however they do field trips by foot,  
 The center is currently one star quality rated.  
 The director provided files for five new hires since the last visit.

Plan of Improvement: Developed This Date 01/10/2019

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.decal.ga.gov/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

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@decal.ga.gov](mailto:CCSRefutations@decal.ga.gov).

- 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://decal.ga.gov/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.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)

Amy Self, Program Official

Date

Laura Johnson, Consultant

Date

Melissa Herndon, Consultant

Date



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

### Findings Report

**Date:** 1/10/2019    **VisitType:** Licensing Study    **Arrival:** 10:15 AM    **Departure:** 4:00 PM

**CCLC-35957**

**Abby's Learning Center**

443 Airport Road Dublin, GA 31021 Laurens County  
(478) 272-7603 abbyslearningcenter@gmail.com

**Mailing Address**  
Same

**Regional Consultant**

Laura Johnson  
Phone: (470) 891-3520  
Fax: (678) 913-0577  
laura.johnson@dec.al.ga.gov  
Joint with: Melissa Herndon

The following information is associated with a Licensing Study:

### Activities and Equipment

**591-1-1-.03 Activities**

**Technical Assistance**

**Technical Assistance**

591-1-1-.03(2) - The consultant spoke with the director about ensuring all posted lesson plans are dated and current.

**Correction Deadline: 1/10/2019**

**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)**

**N/A**

**Comment**

Center does not provide swimming activities.

### Children's Records

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

**Met**

**Comment**

Records were observed to be complete and well organized.

### Facility

**591-1-1-.06 Bathrooms**

**Met**

**Technical Assistance**

591-1-1-.06(4) -The consultant spoke with the director about repairing the exhaust fan in the girls bathroom beside the kitchen to ensure there is adequate ventilation to control odors.

**Correction Deadline: 2/9/2019**

**Correction Deadline: 7/5/2018**

**Corrected on 1/10/2019**

**.06(6) - The consultant observed this to be corrected on this date. There was hand washing soap available for the children.**

**Correction Deadline: 7/5/2018**

**Corrected on 1/10/2019**

**.06(7) - The consultant observed this to be corrected 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)**

**Technical Assistance**

**Technical Assistance**

591-1-1-.25(13) - The consultant spoke with the director about storing the broom and dust pan in the infant and toddler classroom in the available closet to ensure that it is not accessible to the children.

**Correction Deadline: 1/10/2019**

**Correction Deadline: 7/5/2018**

**Corrected on 1/10/2019**

**.25(3) - The consultant observed this to be corrected on this date.**

**Technical Assistance**

591-1-1-.25(3) - The consultant spoke with the director about unclogging the second sink near the girl's bathroom.

**Correction Deadline: 1/10/2019**

---

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

**Not Met**

**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 the consultant's observation that two of two red Little Tikes coupe cars are missing the gas cap leaving a hole the size of a quarter and causing a potential pinching hazard.

**POI (Plan of Improvement)**

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

**Correction Deadline: 1/10/2019**

**Recited on 1/10/2019**

<b>Food Service</b>
---------------------

---

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

**Technical Assistance**

**Comment**

Center menu meets USDA guidelines. Ensure that changes to the menu are documented and accessible to parents.

**Comment**

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

**Technical Assistance**

591-1-1-.15(2) - The consultant discussed with the director ensuring that infant feeding plans are updated at least every three months or more often as needed.

**Correction Deadline: 1/10/2019**

**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)****Not Met****Finding**

591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on the consultant's observation that ten children in classroom B and twenty-two children in classroom A did not wash their hands prior to eating lunch as required.

**POI (Plan of Improvement)**

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

**Correction Deadline: 1/10/2019**

**591-1-1-.20 Medications(CR)****Not Met****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 a review of records that nine medication authorization forms were incomplete and dates to be given were not followed as required.

**POI (Plan of Improvement)**

The Center will train Staff responsible for dispensing medication in the accurate completion and storage of the records and will implement a plan to monitor this. The director will ensure all dates on the medication authorization form are complete.

**Correction Deadline: 1/10/2019**

**Policies and Procedures**
**591-1-1-.21 Operational Policies & Procedures****Not Met****Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based the director's statement that the center is not currently conducting monthly fire, tornado and other emergency situation drills.

**POI (Plan of Improvement)**

The Center will hold the drills as required and keep the documentation of the drills on file for two years. An updated copy of the emergency drill log was left at the center on this date.

**Correction Deadline: 1/15/2019**

---

**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-.13 Field Trips(CR)****Met****Comment**

Field trip documentation observed to be complete.

---

**591-1-1-.36 Transportation(CR)****N/A****Comment**

Center does not provide routine transportation.

---

**Sleeping & Resting Equipment**

---

**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Not Met****Finding**

591-1-1-.30(1)(a)3 requires that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. It was determined based on the consultant's observation that five cribs out of nine had sheet that were not tight-fitting as required. Additionally, it was determined based on staff statements that sheets were changed twice a week and not daily as required.

**POI (Plan of Improvement)**

The center will ensure that each crib has an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant.

**Correction Deadline: 1/10/2019**

---

**Staff Records**

---

**Records Reviewed: 13****Records with Missing/Incomplete Components: 2**

---

Staff # 10

Not Met

Date of Hire: 10/04/2018

"Missing/Incomplete Components"

.33(3)-Health &amp; Safety Certificate

Staff # 13

Not Met

Date of Hire: 08/06/2018

"Missing/Incomplete Components"

.33(3)-Health &amp; Safety Certificate

---

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

**Comment**

Criminal record checks were observed to be complete.

---

**591-1-1-.09 Criminal Records Check(CR)** **Met**

**Correction Deadline: 7/5/2018**

**Corrected on 1/10/2019**

**.09(1)(a) - All staff were observed to have a comprehensive satisfactory background check determination on this date.**

---

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

**Comment**

Complete first aid kits observed in center.

**Comment**

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

---

**591-1-1-.33 Staff Training** **Not Met**

**Finding**

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on a review of records that one staff member hired on August 06, 2018 had not completed the health and safety training within the first 90 days of hire. Additionally a staff member hired October 04, 2018 had not completed the health and safety training within the first 90 days of hire.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

**Correction Deadline: 2/9/2019**

---

**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.

<b>Staffing and Supervision</b>
---------------------------------

---

**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**

Discussed creating a supervision plan on this date to ensure proper coverage of the two and three year old mixed room.