



**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: 1/15/2020 **VisitType:** Licensing Study **Arrival:** 9:20 AM **Departure:** 12:00 PM

CCLC-46182

First Steps Child Care & Pre-K Academy

1606 McFarland Avenue Rossville, GA 30741 Walker County
(706) 866-2929 firststepscare@aol.com

Mailing Address
Same

Regional Consultant

Rachael Brown
Phone: (770) 342-7795
Fax: (678) 891-5887
rachael.brown@decal.ga.gov

Joint with: Coty Cummings

Quality Rated: No

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.
01/15/2020	Licensing Study	Good Standing	
08/14/2019	Monitoring Visit	Good Standing	
02/15/2019	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 1606	A	Three Year Olds and Four Year Olds and Five Year Olds and PreK	1	8	C	12	C	NA	NA	Free Play
Total Capacity @35 sq. ft.: 12			Total Capacity @25 sq. ft.: 0							
Prescho ol bldg	B	Infants and One Year Olds and Two Year Olds	2	7	C	25	C	NA	NA	Free Play,Feeding
Total Capacity @35 sq. ft.: 25			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 15		Total Capacity @35 sq. ft.: 37		Total Capacity @25 sq. ft.: 0						

Building	Playground	Playground Occupancy	Playground Compliance
Main 1606	Playground	21	C

Comments

Plan of Improvement: Developed This Date 01/15/2020

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.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.

- 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

Angela Bennett, Program Official

Date

Rachael Brown, Consultant

Date

Coty Cummings, 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)

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

Comment

Please monitor bathrooms for necessary supplies.

591-1-1-.19 License Capacity(CR)

Met

Comment

Licensed capacity observed to be met by center on this date.

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

Met

Comment

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

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

Correction Deadline: 8/24/2019

Corrected on 1/15/2020

.26(7) - Citation observed to be corrected on this date. Consultant observed the blue, gray, teal, plastic swing set to be removed on this date.

Correction Deadline: 8/14/2019

Corrected on 1/15/2020

.26(9) - Citation observed to be corrected on this date. Consultant observed the shed to be locked and secure on this date.

Food Service

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

Comment

Center menu meets USDA guidelines.

Comment

Please ensure that infant feeding forms are updated regularly.

591-1-1-.18 Kitchen Operations Met

Comment

Kitchen appears clean and well organized.

Health and Hygiene

591-1-1-.07 Children's Health Technical Assistance

Technical Assistance

591-1-1-.07(5) - Ensure teething necklaces are removed upon arrival to center.

Correction Deadline: 1/15/2020

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

Discussed proper medication documentation and procedures.

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 on review of records that documentation for emergency drills for 2019 was not available.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 1/31/2020

591-1-1-.27 Posted Notices **Met**

Comment

Observed all required posted notices.

591-1-1-.29 Required Reporting **Met**

Comment

Discussed reporting requirements.

Safety

591-1-1-.05 Animals **N/A**

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) **N/A**

Comment

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR) **Technical Assistance**

Correction Deadline: 8/21/2019

Corrected on 1/15/2020

.36(4)(c) - Citation observed to be corrected on this date. Consultant observed a fire extinguisher in working on this date.

Technical Assistance

591-1-1-.36(6) - Ensure written transportation agreement is obtained before providing routine transportation.

Correction Deadline: 1/16/2020

Correction Deadline: 8/19/2019

Corrected on 1/15/2020

.36(7)(b) - Citation observed to be corrected on this date. Consultant observed emergency medical information for transported children on this date.

Sleeping & Resting Equipment

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

Comment

Discussed SIDS and infant sleeping position.

Staff Records

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

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

Comment

Criminal record checks were observed to be complete.

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**Technical Assistance****Technical Assistance**

591-1-1-.33(5) - Ensure ten hours of annual training is obtained for all staff.

Correction Deadline: 2/14/2020

Correction Deadline: 3/17/2019

Corrected on 1/15/2020

.33(6) - Citation observed to be corrected on this date. Consultant observed applicable staff to have required annual training.

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

Correction Deadline: 8/19/2019

Corrected on 1/15/2020

.32(4) - Citation observed to be corrected on this date. Consultant observed children three-years-old and older to be housed in a separate area from children under three.

Correction Deadline: 8/14/2019

Corrected on 1/15/2020

.32(5) - Citation observed to be corrected on this date. Consultant observed appropriate supervision on this date.

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

Correction Deadline: 8/14/2019

Corrected on 1/15/2020

.32(7) - Citation observed to be corrected on this date. Consultant observed appropriate supervision on this date.