



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: 1/25/2017 **VisitType:** Licensing Study **Arrival:** 10:15 AM **Departure:** 1:15 PM

CCLC-28250

Miss Julie's House

501 Osborne Street St. Marys, GA 31558 Camden County
 (912) 673-7694 missjulie@tds.net

Regional Consultant

Connie Boatright
 Phone: (912) 544-9701
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 connie.boatright@decal.ga.gov

Mailing Address
 Same

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.
01/25/2017	Licensing Study	Good Standing	
07/27/2016	Monitoring Visit	Good Standing	
03/03/2016	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	Room A	Infants	1	5	C	5	C	NA	NA	Lunch, Floor Play, Nap, Free Play
Main	Room B	Three Year Olds	1	8	C	13	C	18	C	Transitioning, Outside, Lunch, Nap
Main	Room C		0	0	C	6	C	NA	NA	Not In Use
Main	Room D	Two Year Olds	1	7	C	7	C	NA	NA	Transitioning, Lunch, Nap, Outside
Total Capacity @35 sq. ft.: 31					Total Capacity @25 sq. ft.: 36					
Total # Children this Date: 20			Total Capacity @35 sq. ft.: 31			Total Capacity @25 sq. ft.: 36				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playgrd-Main	43	C

Comments


This Licensing Study is the second regulatory visit for Miss Julie's House this 2016 - 2017 fiscal year.

The consultant discussed SIDS / Safe Sleep with the infant staff.

The consultant reviewed all staff files and finds four of four staff was hired prior to January 1, 2014 and have a local criminal records check on file however no COGENT on file as required January 1, 2017. A one day letter was left with the center director.

The center is actively working with the Quality Rated Program and received a one star rating since the last regulatory visit.

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).

 **Reminder:** All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.


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Eligible for \$1,000 Materials Mini Grant
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Raises the Bar in Child Care
For More Information:
Email: QualityRated@decga.gov or Call: 855-800-7747

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@decga.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://decga.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)

Natalie Martin, Program Official _____
Date

Connie Boatright, 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-.03 Activities

Met

Comment

The consultant observed a variety of age appropriate activities through out the center.

Correction Deadline: 1/25/2017

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

Met

Comment

Observed-Variety Throughout Center

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

Met

Comment

No Swimming Activities Provided

Children's Records

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

Met

Comment

Observed-Records Complete/Well Organized

591-1-1-.23 Parental Authorization

Met

Comment

Parent Authorizations Obtained/Completed

Facility

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

Comment

Observation-Clean and Well Maintained

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

Comment

Observation-No Hazards Accessible

Correction Deadline: 7/27/2016

Corrected on 1/25/2017

The previous citation was observed to be corrected.

Correction Deadline: 7/27/2016

Corrected on 1/25/2017

.25(3) - The previous citation was observed to be corrected.

Correction Deadline: 3/3/2016

Corrected on 1/25/2017

The previous citation was observed to be corrected.

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

Comment

Observation-Clean/Good Repair

Correction Deadline: 8/6/2016

Corrected on 1/25/2017

The previous citation was observed to be corrected.

Food Service

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

Comment

Menu Meets USDA Guidelines

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

Comment

Kitchen Appears Clean/Well Organized

Health and Hygiene

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

Comment

Staff Stated Proper Knowledge

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

Comment

Observed-Proper Hand Washing Throughout

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

Comment

The center director stated no medications are being administered.

Correction Deadline: 1/25/2017

Safety

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

Comment

No Animals Kept

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

Comment

Observed-Discussion/Redirection

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

Comment

No Field Trips at This Time

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

Comment

No Routine Transportation Provided

Sleeping & Resting Equipment

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

Comment

Correct number of mats; disinfecting discussed

Comment

Discussed-SIDS/Infant Sleeping Position

Staff Records

Records Reviewed: 4

Records with Missing/Incomplete Components: 4

Staff # 1

Not Met

Date of Hire: 02/06/2012

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training,.09-Criminal Records Check Missing,.24(c)-Education Experience Missing

Staff # 2

Not Met

Date of Hire: 04/28/2009

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training,.33(2)-Health & Safety Certificate,.09-Criminal Records Check Missing

Staff # 3

Not Met

"Missing/Incomplete Components"

.24(c)-Education Experience Missing,.33(5)-10 Hrs. Annual Training,.09-Criminal Records Check Missing,.33(2)-Health & Safety Certificate

Staff # 4

Not Met

Date of Hire: 08/15/2016

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate,.24(c)-Education Experience Missing,.33(5)-10 Hrs. Annual Training

591-1-1-.09 Criminal Records Check(CR)**Not Met****Finding**

591-1-1-.09(1)(e) requires every Employee hired before January 1, 2014 have either a satisfactory Preliminary Records Check Determination or a satisfactory Fingerprint Records Check Determination on file and requires that Employees hired before January 1, 2014 that have only a satisfactory Preliminary Records Check Determination on file to obtain a Fingerprint Records Check Determination before January 1, 2017. It was determined based on the consultant's review of all employee files and the director statement that three of four employees that was hired before January 1, 2014 have a satisfactory local criminal records check on file however no COGENT on file.

POI (Plan of Improvement)

The center director will ensure all employees have fingerprinting completed by 1-26-2017.

Correction Deadline: 1/26/2017

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

Observed-100% Certified First Aid & CPR

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

591-1-1-.33(2) 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 the consultant's direct observation and the director's statement that four of four employees have not completed the Health and Safety Training, Orientation and Basic Six. The director stated all employees are going to be scheduled for these trainings through the Quality Rated Program in February 2017.

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: 2/28/2017**Finding**

591-1-1-.33(5) requires ten clock hours of annual training for supervisory and caregiver Staff, except for independent contractors, Students-in-Training and volunteers, in the subjects of early childhood education, child development or subjects related to the position. It was determined based on the consultant's direct review of all staff files and the director statement that three of four employees did not have any annual training hours where ten hours are required. One employee had four of ten required annual training hours.

POI (Plan of Improvement)

The center will plan and schedule the required 10 hours of ongoing training each year and follow up to ensure the training is completed.

Correction Deadline: 2/28/2017

591-1-1-.31 Staff(CR)**Not Met****Finding**

591-1-1-.31(2)(c) requires the Center to maintain a copy and/or written verification of the credential or degree awarded to the lead teacher that is required by these rules in the lead teacher's file, to make the document available for inspection and to provide the document to Department staff upon request. It was determined that the three lead teachers did not possess the required credentials. Based on a review of staff files and staff statements, the three lead teachers completed the training requirements for a CDA in 2014, but did not obtain the required certification and training approved by BFTS.

POI (Plan of Improvement)

The center director stated all staff will be enrolled online for classes to obtain the required credentials for teaching / lead / caregiving. The center director will provide proof of enrollment and classes to the consultant by February 15, 2017.

Correction Deadline: 2/15/2017

Recited on 1/25/2017

Staffing and Supervision

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

Comment

Observed-Appropriate Staff:Child Ratios

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

Comment

Observed-Direct Supervision/Attentive Staff