



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: 1/26/2017 **VisitType:** Monitoring Visit **Arrival:** 9:15 AM **Departure:** 12:15 PM

CCLC-45926

Prime Step

1800 Water Place Ste 228 Atlanta, GA 30339 Cobb County
 (770) 980-8448 danilasousa543@yahoo.com

Regional Consultant

Courtney Moody

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courtney.moody@dec.al.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.
01/26/2017	Monitoring Visit	Good Standing	
08/30/2016	Initial 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-infants	Infants	1	4	C	6	C	NA	NA	Nap,Free Play	
Main	B-1's	One Year Olds and Two Year Olds	1	10	C	7	NC	NA	NA	Circle Time	
Main	C-Afterschool		0	0	C	8	C	NA	NA		
Main	D-2's	Two Year Olds and Three Year Olds and Four Year Olds	2	14	C	7	NC	NA	NA	Circle Time	
Main	E-4's	Three Year Olds and Four Year Olds	1	16	C	16	C	NA	NA	Free Play	
Main	F-3's		0	0	C	18	C	NA	NA		
Total Capacity @35 sq. ft.:					62	Total Capacity @25 sq. ft.:					0
Total # Children this Date: 44			Total Capacity @35 sq. ft.:			62	Total Capacity @25 sq. ft.:				0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	21	C

Comments

Plan of Improvement: Developed This Date 01/26/2017

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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O.C.G.A. Section 42.1.12(j)(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)

Danila Sousa, Program Official

Date

Courtney Moody, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Comment

No Swimming Activities Provided

Facility

591-1-1-.19 License Capacity(CR) Not Met

Finding

591-1-1-.19(1) requires the Center to provide 35 square feet of usable space per child. It was determined based on observation that the center cared for ten children in a space that was licensed for seven children in classroom B. It was determined based on observation that the center cared for fourteen children in a space that was licensed for seven children in classroom D.

POI (Plan of Improvement)

The center will limit the number of children in this space to the licensed capacity.

Correction Deadline: 1/26/2017

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

Comment

Observation-No Hazards Accessible

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

Comment

Observation-Clean/Good Repair

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)**Not Met****Finding**

591-1-1-.10(5) requires Center Staff to wash their hands with liquid soap and warm running water immediately before and after each diaper change they perform and prohibits Staff with diaper changing responsibilities from being simultaneously assigned to kitchen food preparation duties. It was determined based on staff statements that staff wear gloves (disposable/single use) in place of handwashing.

POI (Plan of Improvement)

Center Staff will be trained to wash their hands correctly before and after each diaper change and the director or designated person will monitor to ensure correct procedures continue to be used.

Correction Deadline: 1/26/2017

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

Observed-Proper Hand Washing Throughout

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

Please ensure to document none or N/A if there were not any adverse reactions.

Safety

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

Observed-Positive Learning Environment

591-1-1-.13 Field Trips(CR)**N/A****Comment**

No Field Trips at This Time

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

Paperwork discussed. Please ensure to document all load/unload check marks and use a symbol or letter "A" when children are absent.

Sleeping & Resting Equipment

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

Observed-Pleasant Naptime Environment

Staff Records

Records Reviewed: 6**Records with Missing/Incomplete Components: 1**

Staff # 4

Not Met

Date of Hire: 09/16/2016

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Finding

591-1-1-.09(1)(i) requires that if the Center accept a satisfactory determination letter issued by the Department for a potential Director or Employee as evidence of that individual's Satisfactory Records Check Determination, the Records Check Clearance Date must be within the preceding 12 months from the hire date, and the Center does not know or reasonably should not know that the individual's satisfactory status has not changed. It was determined that an employee was hired September 1, 2016 to work within the center. The center was observed to have a satisfactory clearance letter that was issued from our Department on August 21, 2014. The clearance was observed to be older than one year, therefore it is no longer considered to be portable.

POI (Plan of Improvement)

The Center will ensure that each potential Employee bringing a satisfactory determination letter issued by the Department has a Satisfactory Records Check Determination that is dated within the preceding 12 months from the hire date. The Center will not employ individual's whose satisfactory status has changed. The staff member must obtain a new clearance letter. A one day letter was left with the center.

Correction Deadline: 1/26/2017

Staffing and Supervision

Finding

591-1-1-.32(4) requires that children under three years old be housed in separate physical areas from older children except during early morning arrival and late afternoon departure times. It was determined based on observation that children under three years old were combined with older children in the second left classroom at a time other than arrival/departure. Of those children there was one four-year-old child and one three-year-old child present. The children did not have parental authorization on file.

POI (Plan of Improvement)

The center will maintain separation of these children under three years old.

Correction Deadline: 1/26/2017**Comment**

Observed-Direct Supervision/Attentive Staff