



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: 2/21/2018 **VisitType:** Monitoring Visit **Arrival:** 2:30 PM **Departure:** 4:00 PM

CCLC-3264

Prime Time - Lake Windward

11770 E. Fox Court Alpharetta, GA 30022 Fulton County
 (404) 384-4933 sarahf@ymcaatlanta.org

Regional Consultant

LaQuita Clark
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 Fax: (706) 688-0418
 jennifer.taylor@dec.al.ga.gov

Mailing Address

3655 PRESTON RIDGE ROAD
 ALPHARETTA, GA 30005

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.
02/21/2018	Monitoring Visit	Good Standing	
10/10/2017	Licensing Study	Good Standing	
03/08/2017	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	Art 407		0	0	C	34	C	NA	NA		
Main	Cafeteria	Five Year Olds and Six Year Olds and Over	7	68	C	85	C	NA	NA	Snack, Transitioning	
Main	Computer 408		0	0	C	27	C	NA	NA		
Main	Gym		0	0	C	137	C	NA	NA		
Total Capacity @35 sq. ft.:					283	Total Capacity @25 sq. ft.:					0

Total # Children this Date: 68 Total Capacity @35 sq. ft.: 283 Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Paved Area	36	C
Main	Playground-Grassy Area	235	C

Comments

The purpose of this visit was to conduct a monitoring visit.

Plan of Improvement: Developed This Date 02/21/2018

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.

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@dec.al.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://dec.al.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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.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@dec.al.ga.gov

Donna Lynn Bachman, Program Official

Date

LaQuita Clark, 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-.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) **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

No hazards observed accessible to children on this date.

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

The program does not have diapered children enrolled. This rule was not evaluated.

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

Staff were observed to remind children to wash hands.

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

591-1-1-.20 - Consultant discussed with the director to obtain medical authorization forms completed by the family each year for each medication.

Correction Deadline: 10/10/2017**Corrected on 2/21/2018****.20(1) - Previous citation has been corrected in that medical emergency forms were observed on file for all children.**

Safety

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

Age-appropriate discussion and/or redirection observed.

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**

The program does not have infants enrolled. This rule was not evaluated.

Staff Records

Records Reviewed: 9**Records with Missing/Incomplete Components: 3**

Staff # 1

Not Met

Date of Hire: 11/21/2017

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 6

Not Met

Date of Hire: 08/23/2017

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 8

Not Met

Date of Hire: 03/22/2017

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

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

Comment

Criminal records checks were observed to be complete. Please ensure that comprehensive background checks are on file for all staff by October 1, 2018.

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

Comment

Evidence observed of 100% 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 review of files, that three staff did not have health and safety orientation training on file.

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: 3/23/2018

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

Comment

Staff were observed to comply with applicable regulations.

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**

Correction Deadline: 10/10/2017

Corrected on 2/21/2018

.32(7) - Previous citation has been corrected in that appropriate supervision was provided on this date.