



**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:** 2/26/2019    **VisitType:** Licensing Study    **Arrival:** 11:10 AM    **Departure:** 3:45 PM

**CCLC-37142**

**Roseland Child Care**

703 Central Drive East Dublin, GA 31027 Laurens County  
 (478) 272-7151 swmills72@gmail.com

**Regional Consultant**

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

**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.
02/26/2019	Licensing Study	Good Standing	
09/12/2018	Monitoring Visit	Good Standing	
02/28/2018	Complaint Closure	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	1	6	C	6	C	NA	NA	Nap
Main	B	One Year Olds	2	17	NC	17	C	NA	NA	Nap
Main	Back Playground		0	0	C	96	C	NA	NA	
Main	C	Two Year Olds	2	14	C	13	NC	NA	NA	Transitioning, Lunch
Main	D	Three Year Olds and Four Year Olds	2	21	C	29	C	40	C	Lunch, Nap, Transitioning
					Total Capacity @35 sq. ft.: 161		Total Capacity @25 sq. ft.: 172			
Total # Children this Date: 58			Total Capacity @35 sq. ft.: 161			Total Capacity @25 sq. ft.: 172				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Side Playground	9	C

**Comments**

The purpose of today's visit is to conduct a Licensing Study.

The director stated that they do not provide routine transportation, field trips, medications, or swimming activities.

The director provided information for three new staff members on this date.

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.dec.state.ga.us/CCS/Regulations.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.

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#### 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.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 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.state.ga.us/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.

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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.dec.state.ga.us/>  
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.state.ga.us](mailto:qualityrated@dec.state.ga.us)

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Sharon Mills, Program Official

Date

Laura Johnson, Consultant

Date



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### Findings Report

**Date:** 2/26/2019 **VisitType:** Licensing Study **Arrival:** 11:10 AM **Departure:** 3:45 PM

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The following information is associated with a Licensing Study:

### Activities and Equipment

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

**Not Met**

**Finding**

591-1-1-.03(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development. The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. It was determined based on the consultant's observation that three out of four classrooms did not have a current lesson plan posted.

**POI (Plan of Improvement)**

The Center will keep current lesson plans on site that include appropriate instruction practices and activities and will have sufficient and varied play and learning equipment and materials to support the activities.

**Correction Deadline: 2/26/2019**

**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**

Parent authorizations obtained/completed.

### Facility

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

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

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

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on the consultant's observation that fourteen two-year-old children were present in a classroom licensed for thirteen children.

**POI (Plan of Improvement)**

The Center will limit the number of children in this space to the licensed capacity. The consultant spoke with the director about looking at birthdays and possibly moving a child turning three-years-old into the three-year-old classroom.

**Correction Deadline: 2/26/2019**

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**591-1-1-.25 Physical Plant - Safe Environment(CR)****Not Met****Finding**

591-1-1-.25(3) requires that the Center and surrounding premises be clean, free of debris and in good repair. It was determined based on consultant observation the following areas/items were found to be noncompliant:  
- the sink counter in Room C restroom has cracks with sharp edges.

**POI (Plan of Improvement)**

To ensure the cleanliness, sanitation and safety of the environment, the center will repair/correct the above citation. The director tried tape and the children kept pulling it off. The director did a candy bar fundraiser and is in the process of replacing the counter.

**Correction Deadline: 3/15/2019**

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**Recited on 2/26/2019**

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**591-1-1-.26 Playgrounds(CR)****Not Met****Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

**Finding**

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on the consultant's observation that there was an eight-inch gap on the right back of the playground where the gate doors connect posing a potential entrapment hazard.

**POI (Plan of Improvement)**

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use. The director stated that she will contact a fencing company on today's date to schedule the repairs.

**Correction Deadline: 3/15/2019****Correction Deadline: 9/12/2018****Corrected on 2/26/2019****.26(9) - This citation is corrected on this date. The director replaced all the "S" hooks on the swings.**

<b>Food Service</b>
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**591-1-1-.15 Food Service & Nutrition****Met**

**Correction Deadline: 9/12/2018**

**Corrected on 2/26/2019**

**.15(3) - This citation was corrected on this date. The center uses warm water to heat the bottles.**

**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**

Staff state proper knowledge of diapering procedures.

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

**Correction Deadline: 9/12/2018**

**Corrected on 2/26/2019**

**.17(7) - This citation was observed corrected on this date. Proper handwashing was observed throughout the center.**

**591-1-1-.20 Medications(CR)** **N/A**

**Comment**

The Provider currently does not dispense/administer medication.

**Safety**

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

**Comment**

Center does not keep animals on premises.

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

**Comment**

Staff were observed to maintain a positive learning environment on this date.

**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)** **N/A**

**Comment**

Center does not provide routine transportation.

**Sleeping & Resting Equipment**

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

**Correction Deadline: 9/12/2018**

**Corrected on 2/26/2019**

**.30(1)(a)3 - This citation was corrected on this date. All crib sheets were tight-fitting as required.**

**Finding**

591-1-1-.30(2)(c) requires that infants shall not sleep in equipment other than safety-approved cribs, such as, but not limited to, a car safety seat, bouncy seat, highchair, or swing. Infants who arrive at the Center asleep or fall asleep in such equipment, on the floor or elsewhere, shall be transferred to a safety-approved crib. It was determined based on the consultant's observation that one infant was allowed to sleep in a bouncy seat for longer than ten minutes and was not moved to a crib as required.

**POI (Plan of Improvement)**

The Center will only place infants in safe cribs to sleep and will transfer them to a safe crib when the infants are asleep in other equipment.

**Correction Deadline: 2/26/2019**

**Staff Records**


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**Records Reviewed: 8**
**Records with Missing/Incomplete Components: 7**


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Staff # 1	Not Met
Date of Hire: 05/07/2018	
<u>"Missing/Incomplete Components"</u>	
.24(1)-No Record,.33(3)-Health & Safety Certificate,.09-Criminal Records Check Missing,.24(1)-Evidence of Orientation Missing	
Staff # 2	Not Met
Date of Hire: 01/01/2014	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 3	Not Met
Date of Hire: 08/27/2018	
<u>"Missing/Incomplete Components"</u>	
.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate,.24(1)-No Record	
Staff # 4	Not Met
Date of Hire: 01/06/2016	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 5	Not Met
Date of Hire: 02/16/2018	
<u>"Missing/Incomplete Components"</u>	
.24(1)-No Record,.33(3)-Health & Safety Certificate,.33(4)-1st Yr. Training - 10 hrs.,.09-Criminal Records Check Missing,.24(1)-Evidence of Orientation Missing	
Staff # 6	Not Met
Date of Hire: 01/10/2017	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 8	Not Met
Date of Hire: 05/09/2016	

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that the director did not submit a Records Check Application in the center's Decal Koala for one employee present on this date.

**POI (Plan of Improvement)**

The Center will ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required.

**Correction Deadline: 2/26/2019****Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that two employees were present on this date with no satisfactory Comprehensive Records Check Determination on file.

**POI (Plan of Improvement)**

The Center will ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required.

**Correction Deadline: 2/26/2019****Technical Assistance**

591-1-1-.09(1)(j) - The consultant assisted the director with completing a portability request in Decal Koala for one employee on this date.

**Correction Deadline: 2/26/2019****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-.24 Personnel Records****Not Met**

**Finding**

591-1-1-.24(1) requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation; It was determined based on a review of records that the director did not have a personnel file for three new employees present on this date.

**POI (Plan of Improvement)**

The Center will secure required information for all Personnel. The Center will ensure that complete information is in the personnel file for all Directors, Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance and other Support Staff. The consultant assisted the director in creating personnel files on this date.

**Correction Deadline: 3/3/2019**

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

591-1-1-.33(1) requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task. It was determined based on a review of records that three new employees did not receive an initial Center orientation prior to working in the classrooms.

**POI (Plan of Improvement)**

The Center will develop and provide orientation for all new Staff prior to their staff's assignment to children or task.

**Correction Deadline: 2/26/2019****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 three new employees did not complete health and safety training within their first ninety 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: 3/28/2019****Finding**

591-1-1-.33(4) requires all Staff who provide any direct care to children, except independent contractors, Students-in-Training and volunteers, to obtain ten (10) clock hours of training or instruction in child care issues from an accredited school or Department-approved source. At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children. It was determined based on a review of records that one employee hired in February of 2018 did not complete the required first year training hours.

**POI (Plan of Improvement)**

The Center will plan and schedule training and follow up to ensure that direct care Staff complete the required hours of training in the required subjects.

**Correction Deadline: 3/28/2019**



**Finding**

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on a review of records that four employees did not have ten hours of annual training for the calendar year 2018.

**POI (Plan of Improvement)**

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

**Correction Deadline: 3/28/2019**

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Not Met**

**Finding**

591-1-1-.32(1) requires the Center to maintain the required Staff:child ratios as follows: under 1 year or under 18 months if not walking = 1:6; 1 year and walking = 1:8; 2 years = 1:10; 3 years = 1:15; 4 years = 1:18; 5 years = 1:20; and 6 years and older = 1:25. A Center must establish groupings of children for care with maximum group sizes as follows: under 1 year = 12; under 18 months/not walking = 12; 1 year and walking = 16; 2 years = 20; 3 years = 30; 4 years = 36; 5 years = 40; and 6 years and older = 50. It was determined based on the consultant's observation that seventeen one-year-old children were present with only two staff members in Classroom B.

**POI (Plan of Improvement)**

The Center will hire additional Staff or reschedule current Staff to meet required Staff:child ratios and will organize children into groups that meet requirements.

**Correction Deadline: 2/26/2019**

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

**Met**

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.