



**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:** 3/7/2017      **VisitType:** Licensing Study      **Arrival:** 10:00 AM      **Departure:** 2:35 PM

**CCLC-18501**

**The Treehouse Children's Center**

1230 W. Peachtree Street Atlanta, GA 30309 Fulton County  
 (404) 215-3800 kingspalding@brighthorizons.com

**Regional Consultant**

Margarita Collier  
 Phone: (770) 342-7934  
 Fax: (678) 891-5989  
 margarita.collier@decal.ga.gov

**Mailing Address**  
 Same

<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.
03/07/2017	Licensing Study	Good Standing	
08/25/2016	Monitoring Visit	Good Standing	
02/16/2016	Monitoring Visit	Good Standing	

<b>Good Standing</b>	- Program is demonstrating an acceptable level of performance in meeting the rules.
<b>Support</b>	- Program performance is demonstrating a need for improvement in meeting rules.
<b>Deficient</b>	- 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:246	Infants	2	4	C	8	C	NA	NA	Floor Play,Free Play
Main	Room B: 258	Infants and One Year Olds	3	6	C	8	C	NA	NA	Free Play,Feeding,Floor Play
Main	Room C:261	One Year Olds	1	5	C	12	C	NA	NA	Circle Time,Story,Music
Main	Room D: 264	One Year Olds	2	6	C	12	C	NA	NA	Centers
Main	Room E:274		0	0	C	27	C	NA	NA	Not In Use
Main	Room F: 277		0	0	C	15	C	NA	NA	Not In Use
Main	Room G:157	Four Year Olds and Five Year Olds	2	15	C	20	C	NA	NA	Centers
Main	Room H:158	Three Year Olds	2	16	C	20	C	NA	NA	Transitioning,Outside
Main	Room I:159	Two Year Olds	2	11	C	10	NC	NA	NA	Circle Time,Story
Main	Room J:160	Two Year Olds	2	7	C	10	C	NA	NA	Transitioning,Diapering,Centers,Art

Total Capacity @35 sq. ft.: 142

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 70

Total Capacity @35 sq. ft.: 142

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground II-Infants	2	C

Main	Playground III-Toddlers	11	C
Main	Playground I-Infants	11	C
Main	Playground IV-Preschool	54	C


**Comments**

The purpose of this visit was to conduct a licensing study and to follow-up on the previous visit conducted on August 25, 2016.

Consultant reviewed the proposed rule changes and the criminal records rule changes with the director on this date.

Plan of Improvement: Developed This Date 03/07/2017

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](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.



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 Raises the Bar in Child Care  
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 Email: [QualityRated@decga.gov](mailto: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](mailto: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)

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Sarah Schebel, Program Official

Date

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Margarita Collier, 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

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-.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 consultant's observation the center cared for 11 children in a space that was licensed for 10 children in classroom 159. Consultant verified via the center's previous measurements that the capacity for classroom I:159 was limited per the center's request. Consultant provided a copy of the amendment application to request to have the capacity changed.

**POI (Plan of Improvement)**

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

**Correction Deadline: 3/7/2017**

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

**Comment**

Observation-Center Clean/Well Maintained

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

**Comment**

Observation-Clean/Good Repair

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**Food Service**

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

**Comment**

Menu Meets USDA Guidelines

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

**Comment**

Kitchen Appears Clean/Well Organized

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**Health and Hygiene**

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

**Comment**

Observed-Proper Diapering

**Comment**

Staff Stated Proper Knowledge

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

**Comment**

Observed-Staff Remind Children Wash Hand

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**591-1-1-.20 Medications(CR)** **Not Met**

**Comment**

Per director the center has not administered any medications since the previous visit was conducted on August 25, 2016.

**Finding**

591-1-1-.20(1) requires Personnel to obtain specific written authorization from the child's physician or parent in order to dispense prescription or non-prescription medications, except for first aid. Such authorization will include when applicable, date; full name of the child; name of the medication; prescription number, if any; dosage; the dates to be given; the time of day to be dispensed; and signature of parent. It was determined based on consultant's review of the center's stored medications classroom G:157 did not have written authorization to administer two Epipen, Jr.'s and one inhaler. Consultant did not observe the staff members to administer either of the medications on this date.

**POI (Plan of Improvement)**

The Center will train Staff to obtain and review parental authorizations to ensure the authorization contains complete information. The designated person(s) will monitor daily.

**Correction Deadline: 3/7/2017**

**Finding**

591-1-1-.20(2) requires that written authorization to dispense medication is limited to two weeks unless otherwise prescribed by a physician or authorized under Georgia law. Medication shall only be dispensed out of its original container which must be labeled with the child's name or as authorized under Georgia law. It was determined based on consultant's review of the center's stored medications two Epipen Jr.'s and one inhaler were observed not to be in their original containers in classroom G:157. Consultant did not observe the staff members to administer either of the medications on this date.

**POI (Plan of Improvement)**

The Center will train all Staff on the medication requirements. The designated person(s) will monitor the dispensing of medications.

**Correction Deadline: 3/7/2017**

**Policies and Procedures**

**591-1-1-.21 Operational Policies & Procedures** **Met**

**Comment**

Consultant observed the center to have complete documentation of fire and tornado drills conducted for the year 2016, January 2017, and February 2017.

**Correction Deadline: 3/12/2017**

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

**Comment**

Observed-All Notices Posted

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

**Comment**

Thank You for Reporting as Required

**Safety**

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

**Comment**

No Animals Kept

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

**Comment**

Observed-Discussion/Redirection

**Comment**

Observed-Positive Learning Environment

**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**

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

Correct number of mats; disinfecting discussed

**Staff Records**

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

Consultant reviewed 25 staff files on this date. Consultant observed 25 of 25 staff members to have a satisfactory determination letter on file on this date.

**Comment**

The director provided two files for new staff members hired since the previous visit was conducted on August 25, 2016. Consultant observed two of two newly hired staff members to have a current satisfactory determination letter on file.

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

Consultant observed the center to have a complete first aid kit on this date.

**Comment**

Observed-50% Certified First Aid &amp; CPR

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**591-1-1-.33 Staff Training****Met****Comment**

Observed - Documentation Of Training

**Technical Assistance**

Please ensure that all newly hired staff members complete the required health and safety orientation training and first aid and CPR training within the first 90-days of their date of hire. Please ensure that all current staff members provide documentation of their health and safety orientation training and first aid and CPR training for their files. Please remember that the health and safety orientation training does not replace the basic six required first year training for newly hired staff members. Please ensure that all newly hired staff members complete the health and safety orientation training in addition to two-clock hours in child abuse training and four clock-hours in disease control, cleanliness, basic hygiene, illness detection, illness disposition, and childhood injury control.

**Staffing and Supervision**

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

Observed-Appropriate Staff:Child Ratios

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

Observed-Direct Supervision/Attentive Staff