



**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:** 4/4/2019      **VisitType:** Complaint Investigation & Monitoring Visit      **Arrival:** 8:40 AM      **Departure:** 2:10 PM

**CCLC-31191**

**Bright Star @ Old Griffin Road**

275 Old Griffin Road McDonough, GA 30253 Henry County  
 (770) 288-3498 abishop63@bellsouth.net

**Regional Consultant**

Brandi Mangino

Phone: (478) 314-9726

Fax: (478) 599-0169

brandi.mangino@dec.al.ga.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.  <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.
04/04/2019	Complaint Closure	Good Standing	
04/04/2019	Complaint Investigation & Monitoring Visit	Good Standing	
12/20/2018	Licensing Study	Good Standing	

**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-1 Crawler/6wk-12mo		0	0	C	13	C	NA	NA	
Main	A2-Wee Toddler A-12-18 mo	One Year Olds and Two Year Olds	2	16	C	17	C	NA	NA	Outside
Main	A3-Toddler 2yrs		0	0	C	23	C	NA	NA	
Main	A4-3A Preschool		0	0	C	23	C	NA	NA	
Main	A5- 4A -Preschool - 4 yrs		0	0	C	23	C	NA	NA	
Main	A5-4A Preschool-4 yrs		0	0	C	23	C	NA	NA	
Main	A6-School-age	Six Year Olds and Over	1	25	C	19	NC	NA	NA	Centers
Main	B1-Infant 6wk-6mo	Infants and One Year Olds	2	11	C	16	C	NA	NA	Floor Play,Nap
Main	B2-Wee Toddler 18-24 mo	Two Year Olds	2	20	C	20	C	NA	NA	Outside
Main	B3 - 3B - Toddler 24-30 mo	Three Year Olds	1	15	C	23	C	NA	NA	Outside
Main	B4 Preschool 3B	Five Year Olds and Six Year Olds and Over	1	15	C	22	C	NA	NA	Transitioning,Outside
Main	B5 - Preschool 4B	Four Year Olds and Five Year Olds	1	18	C	22	C	NA	NA	Centers
Main	B6-4C		0	0	C	23	C	NA	NA	
Total Capacity @35 sq. ft.: 267					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 120					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	A1 6wk-12mo	21	C
Main	A2 2-12 yrs	28	C
Main	B1 6wks-1 yr	25	C
Main	B2 2-12 yr	58	C

### Comments

Plan of Improvement: Developed This Date 04/04/2019

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.decal.ga.gov/CCS/RulesAndRegulations.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.

### 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@decal.ga.gov](mailto:CCSRefutations@decal.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://decal.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).

Get started today! Sign up by completing a short online application: <https://qualityrated.decal.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@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

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Andrea Bishop, Program Official

Date

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Brandi Mangino, Consultant

Date



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### Findings Report

**Date:** 4/4/2019 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 8:40 AM **Departure:** 2:10 PM

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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**

Per the director no swimming activities have been provided since the last regulatory visit.

### Facility

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

**Met**

**Comment**

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

**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 consultant observation that Room A6 had 25 children in a space licensed for 19 children.

**POI (Plan of Improvement)**

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

**Correction Deadline: 4/4/2019**

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

**Technical Assistance**

**Correction Deadline: 12/20/2018**

**Corrected on 4/4/2019**

**.25(13) - Citation observed to be corrected.**

**Technical Assistance**

Consultant discussed that plug covers in A6 need to be covered.

**Correction Deadline: 4/4/2019**

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**591-1-1-.26 Playgrounds(CR)****Technical Assistance****Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

**Technical Assistance**

Consultant discussed that the fencing between the front left and back left playground is missing a part of the top metal bar at the end. Also, a broken plastic toy with sharp edges was outside Room B2 and a blue plastic tub was with a broken corner was on the right back playground where children were not present.

A water hose was accessible on the back right playground where children were not present.

**Correction Deadline: 4/4/2019**

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**Food Service**

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**591-1-1-.15 Food Service & Nutrition****Not Met****Finding**

591-1-1-.15(3) requires baby bottles and formula to be labeled with the individual child's name; supplied by the Parent daily in bottles; and refrigerated at a temperature of forty (40) degrees Fahrenheit or less. Only the current day's formula or breast milk shall be served. If formula must be provided by the Center, only commercially prepared, ready-to-feed formula shall be used. Refrigerated or frozen breast milk shall only be heated or thawed under warm running water or in a container of warm water. It was determined based on consultant's observation that the refrigerator containing premixed bottles of formula was at a temperature of fifty (50) degrees Fahrenheit.

**POI (Plan of Improvement)**

The Center will ensure that bottles and formula are stored at a temperature of forty (40) degrees Fahrenheit or less.

**Correction Deadline: 4/5/2019**

**Recited on 4/4/2019**

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**Health and Hygiene**

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

Staff state proper knowledge of diapering procedures.

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**591-1-1-.17 Hygiene(CR)****Not Met****Comment**

Staff were observed to remind children to wash hands.

**Finding**

591-1-1-.17(6) requires garbage and organic waste to be stored in containers that are lined with plastic liners and have tight-fitting covers. Trash and garbage shall be removed from the building daily or as often as necessary to maintain the premises in a clean condition. It was determined on consultant observation that trash can lids throughout the center were not covered.

**POI (Plan of Improvement)**

The Center will provide the required containers and implement a plan to ensure that trash and garbage are taken out daily, or more often, if needed.

**Correction Deadline: 4/4/2019**

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

Discussed proper medication documentation and procedures.

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

**Correction Deadline: 12/20/2018**

**Corrected on 4/4/2019**

**.11(2) - Citation corrected. Per the director staff have been made aware that food cannot be withheld from children or used as a reward.**

**591-1-1-.36 Transportation(CR)****Not Met****Technical Assistance**

Consultant discussed that the next to last seat on bus ending in tag number 2040 has exposed foam.

**Correction Deadline: 4/5/2019**

**Finding**

591-1-1-.36(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Center, and the last stop during transportation to home or school. The responsible person on the vehicle shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; sign the passenger transportation checklist (s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was determined based on a review of records that a first check was not completed on March 28, 2019 when the center bus returned from afternoon transportation from Oakland Elementary. It was further determined that a first check was not completed during the afternoon transportation on February 15, 2019 when the center bus returned from Oakland Academy.

**POI (Plan of Improvement)**

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

**Correction Deadline: 4/5/2019**

**Sleeping & Resting Equipment****591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Technical Assistance****Comment**

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

**Technical Assistance**

Consultant discussed crib sheets having small holes, The cribs were not in use.

**Correction Deadline: 4/14/2019**

**Staff Records**

**Records Reviewed: 18**

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

Staff # 2

Not Met

Date of Hire: 12/21/2018

"Missing/Incomplete Components"

**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****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 a staff member was present with expired portability.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will [ ] 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. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will [ ] to ensure the CRC rules are maintained.

**Correction Deadline: 4/4/2019****Finding**

591-1-1-.09(1)(d) requires the Center to ensure that every Provisional Employee has a valid and current satisfactory Fingerprint 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 and must be supervised at all times by a Director or Employee with a valid and current satisfactory Comprehensive Records Check Determination. The Fingerprint 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 Provisional Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Fingerprint Records Check Determination is required. It was determined based on a review of records that a staff member hired in December 2018 with an expired criminal record check was present alone with children in Room A6.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will get a new record check to ensure that every Provisional Employee has a valid and current satisfactory Fingerprint 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 and must be supervised at all times by a Director or Employee with a valid and current satisfactory Comprehensive Records Check Determination. The Fingerprint 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 Provisional Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Fingerprint Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will watch the required videos and monitor to ensure CRC rules are maintained.

**Correction Deadline: 4/4/2019**

**Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on a review of records that staff member came to work at the center in December 2018 part-time and her record check portability expired in August 2018.

**POI (Plan of Improvement)**

**IMMEDIATE CORRECTION** - The Center will get a new record check and monitor to ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will watch the required videos and monitor to ensure CRC rules are maintained.

**Correction Deadline: 4/4/2019**

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

**Met**

**Comment**

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

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

**Met**

**Comment**

Adequate supervision observed on this date.

**The following information is associated with a Complaint Investigation Visit:**

<b>Staffing and Supervision</b>
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**591-1-1-.32 Supervision(CR)**

**Met**

**Correction Deadline: 12/5/2018**

**Corrected on 4/4/2019**

**.32(7) - Citation observed to be corrected.**