



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: 4/5/2017 **VisitType:** Incident Investigation/Monitoring Visit **Arrival:** 11:30 AM **Departure:** 2:30 PM

CCLC-153

The Sunshine House #75

208 Hurricane Shoals Road Lawrenceville, GA 30046 Gwinnett County
 (770) 339-4666 center75@sshhouse.com

Regional Consultant

Ashley Shirah
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 ashley.shirah@decal.ga.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.
04/05/2017	Incident Investigation/Monitoring Visit	Good Standing	
02/17/2017	Complaint Closure	Good Standing	
02/17/2017	Incident Investigation/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
Back	Back bldg		0	0	C	25	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.:			25		Total Capacity @25 sq. ft.: 0					
Main	1L	Four Year Olds and Five Year Olds and Six Year Olds and Over	1	12	C	23	C	NA	NA	Free Play
Main	1R		0	0	C	18	C	NA	NA	Not In Use
Main	2L	Two Year Olds	1	7	C	18	C	NA	NA	Nap
Main	2R	Three Year Olds and Four Year Olds	1	8	C	16	C	NA	NA	Nap
Main	Middle	Infants and One Year Olds	1	4	C	23	C	NA	NA	Nap
Total Capacity @35 sq. ft.:			98		Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 31			Total Capacity @35 sq. ft.: 123		Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	0	C
Main	B	0	C

Comments

No plan of improvement was issued on this date.

Plan of Improvement: No Plan Developed

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(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.

- 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)

Dee Wright, Program Official

Date

Ashley Shirah, 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)**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)**Met****Comment**

Licensed Capacity Routinely Met

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

Observation-Center Clean/Well Maintained

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

591-1-1-.26(4)- Consultant was unable to observed the playground due to severe storms and heavy rain.

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.

Correction Deadline: 11/4/2016

Food Service

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

Menu Meets USDA Guidelines

Finding

591-1-1-.15(3) requires that baby bottles and formula meet the following requirements: 1) be clearly labeled with the child's name; 2) parents will supply formula or breast milk daily in bottles and only the current day's formula or breast milk will be served; 3) bottles be refrigerated at 40 degrees Fahrenheit or less; and 4) only commercially prepared, ready to-feed formula be used if provided by the center. Refrigerated or frozen breast milk shall only be heated or thawed under warm, running water or in a container of warm water. The center did not meet baby bottle and formula requirements as follows: It was determined based on consultants observations that two sets of bottles were observed to be not labeled with the child's first and last name, as well as the date.

POI (Plan of Improvement)

To ensure that baby bottles and formula meet all requirements, the center will ensure all bottles are properly labeled.

Correction Deadline: 4/5/2017

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

Kitchen Appears Clean/Well Organized

Health and Hygiene

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

Staff Stated Proper Knowledge

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

Observed-Proper Hand Washing Throughout

591-1-1-.20 Medications(CR)**Not Met****Correction Deadline: 11/4/2016****Corrected on 4/5/2017**

.20(1) - Correction of previous citation in that medication forms were observed to be completed as required.

Correction Deadline: 11/4/2016**Corrected on 4/5/2017**

.20(3)- Correction of previous citation in that all medication forms were observed to be completed as required.

Finding

591-1-1-.20(5) requires that medicines no longer being dispensed be returned to the child's Parent immediately. Medication no longer being dispensed was observed at the Center. It was determined based on consultants observations that five medications were observed to be expired. Two of the medications that were expired were for children who are no longer enrolled in the program.

POI (Plan of Improvement)

The center will ensure that medicines are promptly returned to the parent.

Correction Deadline: 4/5/2017

Policies and Procedures
591-1-1-.21 Operational Policies & Procedures**Not Met****Finding**

591-1-1-.21(3) requires that the Center conduct and document fire drills monthly and tornado and/or other emergency situations every six months. It was determined based on a review of records that fire drills were not documented for the months of May and July of 2016.

POI (Plan of Improvement)

The center will hold the necessary drills on a regular basis and maintain adequate documentation of these drills for two years.

Correction Deadline: 4/10/2017

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

No Animals Kept

591-1-1-.11 Discipline(CR)**Met****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)**Not Met****Finding**

591-1-1-.36(3)(a-c) requires the Director and each Staff person responsible for or who participates in the transportation of children to meet the following requirements: (a) complete two (2) clock hours of transportation training on or before June 30, 2015 and at least every two years thereafter. (b) Effective July 1, 2015, the Director and each Staff person who will be responsible for or participate in the transportation of children shall have completed two (2) clock hours of transportation training prior to assuming any duties related to the transportation of children and at least every two years thereafter. (c) Any transportation training completed should be state approved or state accepted training. It was determined based on a review of records that the driver and the director were observed to have not completed transportation training.

POI (Plan of Improvement)

The center will ensure that the director, center staff, and any person responsible for the transportation of children has completed the required transportation training.

Correction Deadline: 4/15/2017

Correction Deadline: 11/4/2016

Corrected on 4/5/2017

.36(7)(d)2. - Correction of previous citation in that transportation documentation was observed complete.

Sleeping & Resting Equipment

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

Met

Comment

Observed-Pleasant Naptime Environment

Staff Records

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

Met

Comment

Criminal Records Check complete

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

Met

Comment

Observed-50% Certified First Aid & CPR

591-1-1-.33 Staff Training

Met

Correction Deadline: 11/8/2016

Corrected on 4/5/2017

.33(2)(a)-(b) - Correction of previous citation in that staff training was observed to be completed for 2016.

Staffing and Supervision

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

Met

Comment

Observed-Appropriate Staff:Child Ratios

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

Met

Comment

Observed-Adequate Supervision