



**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:** 4/28/2017    **VisitType:** Monitoring Visit    **Arrival:** 10:35 AM    **Departure:** 1:30 PM

**CCLC-1479**

**Childcare Network #31**

1145 Cedar Shoals Dr. Athens, GA 30605 Clarke County  
 (706) 543-9242 cni31@childcarenetwork.com

**Regional Consultant**

Alva Huff

Phone: (770) 357-3405

Fax: (770) 357-3404

jennifer.taylor@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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|------------------------------------|---|---------------|--|
| 04/28/2017                         | Monitoring Visit                          | Good Standing |  |
| 12/07/2016                         | POI Follow Up                             | Good Standing |  |
| 08/24/2016                         | Complaint Investigation & Licensing Study | Deficient     |  |

**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                           | Left Front   | PreK                               | 2     | 19       | C                             | 22         | C  | 30         | C            | Transitioning, Lunch, Circle Time |
| Main                           | Left Rear    | Three Year Olds and Four Year Olds | 1     | 14       | C                             | 25         | C  | 35         | C            |                                   |
| Main                           | middle back  | Infants and One Year Olds          | 2     | 9        | C                             | 12         | C  | NA         | NA           | Floor Play                        |
| Main                           | Right Back   | One Year Olds                      | 1     | 8        | C                             | 15         | C  | NA         | NA           | Diapering                         |
| Main                           | Right Front  | Three Year Olds                    | 1     | 14       | C                             | 15         | C  | NA         | NA           | Outside, Transitioning            |
| Main                           | Right Middle | Two Year Olds                      | 2     | 16       | C                             | 16         | C  | NA         | NA           |                                   |
|                                |              | Total Capacity @35 sq. ft.: 105    |       |          | Total Capacity @25 sq. ft.: 0 |            | Building capacity limited by Fire Marshall Limitations |            |              |                                   |
| Total # Children this Date: 80 |              | Total Capacity @35 sq. ft.: 105    |       |          | Total Capacity @25 sq. ft.: 0 |            |  |            |              |                                   |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
| Main     | A          | 106                  | C                     |

**Comments**

The purpose of this visit was to conduct a monitoring visit and to follow up on the previous visit from December 7, 2016. The fingerprint requirements were discussed with the director as well as the comprehensive background check 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](http://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@dec.ga.gov](mailto:CCSRefutations@dec.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.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)

Susan Smith, Program Official

Date

Alva Huff, 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

### Facility

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

**Met**

**Comment**

Observation-No Hazards Accessible

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

**Met**

**Comment**

Discussed-Fluff/Redistribute Surface

### Health and Hygiene

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

**Met**

**Comment**

Observed-Proper Diapering

**Comment**

Staff Stated Proper Knowledge

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

**Met**

**Comment**

Observed-Proper Hand Washing Throughout

**Comment**

Observed-Staff Remind Children Wash Hand

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

Director stated no medication is being dispensed at this time.

**Safety**

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

Observed-Discussion/Redirection

**Comment**

Reminder-Voice Tone in Redirecting

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**591-1-1-.13 Field Trips(CR)****Met****Comment**

No Field Trips at This Time

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**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 a staff person that participates in the transportation of children did not have documentation of the required two (2) hours of transportation training on file on this date.

**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: 5/8/2017**

**Finding**

591-1-1-.36(4)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, taillights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Center or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined, based on a review of records that the Center had expired annual vehicle safety inspections for two transportation vehicles (tags #PNM 1308 and #PNM 1309) on file.

**POI (Plan of Improvement)**

The center will obtain the annual vehicle inspection.

**Correction Deadline: 5/3/2017**

**Sleeping & Resting Equipment**

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

Discussed-SIDS/Infant Sleeping Position

## Staff Records

Records Reviewed: 14

Records with Missing/Incomplete Components: 1

Staff # 1

Not Met

Date of Hire: 02/27/2017

"Missing/Incomplete Components"

.24(d)-Evidence of Orientation Missing

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

Met

#### Comment

Criminal Records Check complete

#### Comment

Director provided (1) file for an employee hired since the last visit.

### 591-1-1-.33 Staff Training

Not Met

#### Finding

591-1-1-.33(1)(a-l) requires the Center to ensure that initial orientation of all Employees and Provisional Employees include the following subjects: a) center policies/procedures; b) Department rules for the care, health and safety of children; c) employee's duties/responsibilities; d) reporting requirements; e) emergency weather plans; f) childhood injury control; g) administering medicine; h) reducing the risk of Sudden Infant Death Syndrome (SIDS); i) hand washing; j) fire safety; k) water safety and l) prevention of HIV/AIDS and blood borne pathogens. It was determined, based on a review of records that an employee hired on February 27, 2017 did not have documentation of completed orientation on file on this date.

#### POI (Plan of Improvement)

The center will develop and provide orientation for all new staff prior to the staff's assignment to children or task that contains the required subjects.

Correction Deadline: 4/28/2017

## 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