



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: 5/2/2017 **VisitType:** Licensing Study **Arrival:** 8:40 AM **Departure:** 1:45 PM

CCLC-35110

Brookwood Center

3639 Brookwood Boulevard Rex, GA 30273 Clayton County
 (678) 788-8920 kallen@claytoncountycsa.org

Regional Consultant

Kenyatta Wade
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 kenyatta.wade@dec.al.gov

Mailing Address

1000 Main Street
 Forest Park, GA 30297

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. 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.
05/02/2017	Licensing Study	Good Standing	
12/06/2016	Monitoring Visit	Good Standing	
03/25/2016	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 1st Right	Four Year Olds	2	7	C	21	C	NA	NA	Breakfast
Main	B- 2nd right	Four Year Olds	2	13	C	20	C	NA	NA	Breakfast
Main	C 3rd Right	PreK	2	16	C	20	C	NA	NA	Breakfast
Main	D 4th Right	PreK	2	17	C	20	C	NA	NA	Breakfast
Main	E 5th Right	PreK	1	16	C	20	C	NA	NA	Breakfast
Main	F 1st Left	Two Year Olds and Three Year Olds	2	4	C	19	C	NA	NA	Circle Time
Main	G 2nd Left	Two Year Olds and Three Year Olds	2	6	C	19	C	NA	NA	Circle Time
Main	H 3rd Left		2	0	C	19	C	NA	NA	Centers
Main	I 6th Right	Three Year Olds	2	17	C	18	C	NA	NA	Circle Time
					Total Capacity @35 sq. ft.: 176	Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 96			Total Capacity @35 sq. ft.: 176			Total Capacity @25 sq. ft.: 0				


Building	Playground	Playground Occupancy	Playground Compliance
Main	Right Playground	147	C

Comments

The pupose of this visit is to conduct a licensing study.

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)

Keila Allen, Program Official	Date	Kenyatta Wade, Consultant	Date
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Findings Report

Date: 5/2/2017 **VisitType:** Licensing Study **Arrival:** 8:40 AM **Departure:** 1:45 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.12 Equipment & Toys(CR)

Not Met

Finding

591-1-1-.12(2)(a) requires that equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint. It was determined that a blue and tan sofa and chair was torn with exposed foam in the 4th left classroom.

POI (Plan of Improvement)

The center director will develop/implement a system for informing center staff about identification of hazards and what to do when a hazard is identified. also the director stated that she will order new furniture.

Correction Deadline: 5/2/2017

591-1-1-.35 Swimming Pools & Water-related Activities(CR)

N/A

Comment

No Swimming Activities Provided

Facility

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

Not Met

Finding

591-1-1-.25(7) requires that doors to rooms not approved for child care, other than the kitchen doors, be latched or locked so children cannot wander into those areas. and requires that in all rooms, Except in School-age Centers, interior Center door locks shall permit Personnel to open the locked room from outside of the room in an emergency. It was determined that the door to the teacher's lounge was open and unsecured on this date.

POI (Plan of Improvement)

The Center will routinely check that doors to un approved rooms remain latched or locked and that Staff can open the locked rooms in an emergency.

Correction Deadline: 5/2/2017

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

Consultant discussed with director maintaining the upkeep of the outdoor play area.

Correction Deadline: 5/2/2017

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)**Not Met****Finding**

591-1-1-.10(3)(a) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper change surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined that the changing surface beneath the changing pad in the first left classroom was not cleaned properly in that loose food particles were observed.

POI (Plan of Improvement)

The director responsible person(s) will ensure there is a smooth, nonporous changing surface that has a guard or rails for safety in each classroom that houses children wearing diapers. The director will ensure Center Staff are trained and have adequate supplies to properly clean the diaper changing surface between each diaper change.

Correction Deadline: 6/1/2017

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

591-1-1-.17(8)(a-d) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined that a staff member was observed to not wash their hands before assisting a two-year-old in the bathroom with their pull-up.

POI (Plan of Improvement)

To ensure proper handwashing by staff, the center will discuss and train staff on proper hand washing.

Correction Deadline: 5/2/2017

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

Observed-Complete Documentation

Safety

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

No Animals Kept

591-1-1-.11 Discipline(CR)**Technical Assistance****Technical Assistance**

Consultant discussed with director discussing with teacher proper ways to handle children when removing them from an area.

Correction Deadline: 5/2/2017

591-1-1-.13 Field Trips(CR)**Technical Assistance****Technical Assistance**

Consultant discussed with director making sure that staff are signing field trip forms out properly.

591-1-1-.36 Transportation(CR)**Technical Assistance****Technical Assistance**

Consultant discussed with director making sure that staff are signing the forms out to their entirety.

Correction Deadline: 5/3/2017

Sleeping & Resting Equipment

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

Correct number of mats; disinfecting discussed

Staff Records

Records Reviewed: 24**Records with Missing/Incomplete Components: 6**

Staff # 1

Not Met

Date of Hire: 10/21/2013

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 6

Not Met

Date of Hire: 09/22/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 14

Not Met

Date of Hire: 09/23/2014

"Missing/Incomplete Components"

.33(4)-Food Prep Training Missing 4 hrs.

Staff # 15

Not Met

Date of Hire: 10/07/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training,.14(2)-CPR missing

Staff # 17

Not Met

Date of Hire: 12/08/2016

"Missing/Incomplete Components"

.14(2)-CPR missing,.33(4)-Food Prep Training Missing 4 hrs.,.33(5)-10 Hrs. Annual Training

Staff # 18

Not Met

Date of Hire: 04/25/2013

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

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

Met

Correction Deadline: 12/6/2016

Corrected on 5/2/2017

Previous citation observed corrected.

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

Met

Comment

Observed-100% Certified First Aid & CPR

Comment

Observed-Center/Vehicle Kits Complete

591-1-1-.33 Staff Training

Not Met

Finding

591-1-1-.33(5) requires ten clock hours of annual training for supervisory and caregiver Staff, except for independent contractors, Students-in-Training and volunteers, in the subjects of early childhood education, child development or subjects related to the position. It was determined that the center staff did not complete 10 hours of ongoing training for 2016.

POI (Plan of Improvement)

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

Correction Deadline: 6/1/2017

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