



**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:** 5/2/2018      **VisitType:** Monitoring Visit      **Arrival:** 10:05 AM      **Departure:** 2:45 PM

**CCLC-150**

**The Sunshine House #71**

2931 West Main St, Hwy 78 Snellville, GA 30078 Gwinnett County  
 (770) 972-2111 center71@sshhouse.com

**Regional Consultant**

Dianne Clarke  
 Phone: (770) 357-4923  
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 dianne.clarke@decal.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.
05/02/2018	Monitoring Visit	Support	
01/24/2018	Incident Investigation Closure	Good Standing	
12/14/2017	Incident Investigation & Follow Up	Support	

**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
Main	1L	Infants and One Year Olds	1	6	C	11	C	NA	NA	Free Play,Nap
Main	1R	PreK	2	18	C	23	C	NA	NA	Outside
Main	2L	One Year Olds and Two Year Olds	1	7	C	11	C	NA	NA	Transitioning
Main	2R	Three Year Olds and Four Year Olds	1	13	C	0	NC	NA	NA	Transitioning
Main	Gym Back	PreK	2	17	C	22	C	NA	NA	Outside
Main	Gym Front	PreK	2	17	C	22	C	NA	NA	Transitioning
Main	LR		0	0	C	11	C	16	C	
Total Capacity @35 sq. ft.: 100					Total Capacity @25 sq. ft.: 105					
Total # Children this Date: 78			Total Capacity @35 sq. ft.: 100			Total Capacity @25 sq. ft.: 105				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Lower	132	C
Main	School Age	260	C
Main	Toddler	56	C

**Comments**

Discussed regarding ensuring that the comprehensive background checks are completed for all staff and kept on file by October 1, 2018.

Plan of Improvement: Developed This Date 05/02/2018

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.

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@decals.ga.gov](mailto:CCSRefutations@decals.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://decals.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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

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

Christa Bartlett, Program Official

Date

Dianne Clarke, Consultant

Date



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### Findings Report

**Date:** 5/2/2018    **VisitType:** Monitoring Visit    **Arrival:** 10:05 AM    **Departure:** 2:45 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

Center does not provide swimming activities.

### Facility

#### 591-1-1-.19 License Capacity(CR)

Met

#### Comment

Licensed capacity observed to be routinely met by center.

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

Not Met

#### Finding

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that hazards were observed accessible to the children in the following classrooms:

1R: A teacher's bag was accessible.

Gym Back: Hand sanitizer, Lysol, a purse, a stapler, adult scissors, and plastic bags were accessible In an unlocked cabinet.

#### POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

**Correction Deadline: 5/2/2018**

**Finding**

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation that the green swing had a missing strap and the red and blue swing strap was observed to be broken on the Toddler playground.

**POI (Plan of Improvement)**

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

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

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation that there was less than one inch of mulch under the yellow slide on the bottom School Age playground, six inches were required.

**POI (Plan of Improvement)**

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

**Correction Deadline: 5/2/2018****Recited on 5/2/2018****Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that the following playground hazards were observed:

School age: Sweet gum balls were observed throughout the playground, the PVC pipes were observed to not be capped on the ends and metal on the Pre-K building was observed to be detached and bent at the bottom and had a sharp edge.

Toddler: Sweet gum balls observed throughout the playground and a small picnic table was observed to contain rust on the bottom.

**POI (Plan of Improvement)**

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

**Correction Deadline: 5/2/2018**

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<b>Health and Hygiene</b>
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**Finding**

591-1-1-.10(4) 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 changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined based on observation that a mat used for diapering in the 2L classroom was observed to be torn.

**POI (Plan of Improvement)**

The Center 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. Center Staff will be trained and have adequate supplies to properly clean the diaper changing surface between each diaper change. The director stated that they will use a mat labeled "diaper only" until they receive the mat they will order.

**Correction Deadline: 5/11/2018**

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

**Comment**

Proper hand washing observed throughout the center.

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

**Comment**

The assistant director stated that there was no medication administered since the last visit.

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**Safety**

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

**Comment**

Age-appropriate discussion and/or redirection observed.

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

**Correction Deadline: 12/14/2017**

**Corrected on 5/2/2018**

**.36(4)(c) - The previous citation was observed to be corrected in that the extinguisher has been serviced.**

**Technical Assistance**

591-1-1-.36(7)(b) - Discussed with the director regarding ensuring that all information is completed on the emergency medical forms for all children being transported.

**Correction Deadline: 5/3/2018**

**Finding**

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person 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; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on a review of records that the second check signature was not recorded during the week of April 16, 2018 for Shiloh Elementary, Centerville Elementary, Britt Elementary, and Brookwood Elementary.

**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: 5/2/2018**

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**Sleeping & Resting Equipment**

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

**Technical Assistance**

591-1-1-.30 - Discussed regarding ensuring that the mats are kept in good repair and staff report when new mats are in need of repairing or replacing.

**Comment**

Pleasant naptime environment observed.

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**Staff Records**

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

Criminal records checks were observed to be complete.

**Comment**

Director provided one file for employees hired since last visit.

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**591-1-1-.14 First Aid & CPR****Not Met****Finding**

591-1-1-.14(3) requires the Center to have a first aid kit in each building of the Center and in any vehicle used by the Center for transportation of children, that contains scissors, tweezers, gauze pads, adhesive tape, thermometer, band-aids, assorted sizes, antibacterial ointment, insect-sting preparation, an antiseptic cleansing solution, triangular bandages, rubber gloves, protective eye wear, a protective face mask, and a cold pack. The first aid kit, together with a first aid instruction manual which must be kept with the kit at all times, shall be stored so that it is not accessible to children but is easily accessible to Staff. It was determined based on observation that the following items were missing from the first aid kit:

Vehicle tag number AVX 8493: protective eye wear, a thermometer and gloves.

**POI (Plan of Improvement)**

Center Staff will provide any missing first aid kits, add any missing items to each first aid kit and will develop and use a plan for checking the kits and replacing missing items in each kit in the future. First aid kits and instruction manuals will be stored so that they kits are not accessible to children but are easily accessible to Center Staff.

**Correction Deadline: 5/9/2018**

**Recited on 5/2/2018**

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

**Correction Deadline: 12/14/2017**

**Corrected on 5/2/2018**

**.33(3) - The previous citation was observed to be corrected in that the staff that are eligible have completed the Health and Safety Orientation Training.**

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**591-1-1-.31 Staff(CR)****Not Met****Finding**

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on a review of records that one staff did not have evidence of the education credential.

**POI (Plan of Improvement)**

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience. The director is currently in the process of hiring lead teachers.

**Correction Deadline: 6/4/2018**

**Recited on 5/2/2018**

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

Center observed to maintain appropriate staff:child ratios.

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

**Correction Deadline: 1/24/2018**

**Corrected on 5/2/2018**

**.32(7) - The previous citation was observed to be corrected in that there was adequate supervision observed during the visit in all classrooms.**