



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: 5/24/2019 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 9:45 AM **Departure:** 2:30 PM

CCLC-50716

A Step Above Learning Center-Union City

5085 Union Street Union City, GA 30291 Fulton County
 (678) 489-2538 astepabove2017@gmail.com

Regional Consultant

Neli Todorova
 Phone: (770) 359-5167
 Fax: (678) 891-5630
 neli.todorova@dec.al.ga.gov

Mailing Address
 Same

Quality Rated: No

Compliance Zone Designation		
05/24/2019	Complaint Investigation & Monitoring Visit	Support
04/11/2019	Initial Licensing Study	Good Standing

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.

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-1L-Infants & 1's	Infants and One Year Olds	0	4	NC	14	C	NA	NA	Nap	
Main	B-2L-3's & Up		0	0	C	15	C	NA	NA		
Main	C-2R-1's		0	0	C	20	C	NA	NA		
Main	D-1R 1's & 2's	One Year Olds and Two Year Olds and Three Year Olds and Four Year Olds and Six Year Olds and Over	2	24	NC	15	NC	NA	NA	Free Play	
Total Capacity @35 sq. ft.:			60			Total Capacity @25 sq. ft.:			0		
Total Capacity @35 sq. ft.:			60			Total Capacity @25 sq. ft.:			0		
Total # Children this Date:			28			Total Capacity @25 sq. ft.:			0		

Building capacity limited by Fire Marshall Limitations

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A-Infant/Toddler	6	C
Main	PG All Ages	53	C

Comments

Plan of Improvement: To Be Submitted 06/07/2019

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.

- 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

Tia Hardy, Program Official

Date

Neli Todorova, Consultant

Date



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Summary Report

Date: 5/24/2019 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 9:45 AM **Departure:** 2:30 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

Equipment and furniture observed to be properly secured, as applicable.

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

Comment

Center does not provide swimming activities.

Children's Records

591-1-1-.08 Children's Records **Not Met**

Finding

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on review of records that there were three children on the premises ages 13, 15 and 16 that did not have enrollment records.

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Correction Deadline: 5/24/2019

	Facility
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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's observation that there were 24 children ages one through 15 in a space licensed for 15 children.

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Correction Deadline: 5/24/2019

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

Not Met

Finding

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on consultant's observation that one of the toilets in the front bathroom was clogged and was not flushing properly.

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Correction Deadline: 6/24/2019

Finding

591-1-1-.25(9) requires that the Center not allow a person to remain on the premises if the person does not have a legitimate reason for being on the premises. It was determined based on consultant's observation that there was a person cooking on a barbecue on the playground. It was determined that the person is not an employee at the center.

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Correction Deadline: 5/24/2019

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

Not Met

Finding

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on consultant's observation that the back gate to the playground was unlocked and kept open while the person on the premises was barbecuing.

Correction Deadline: 5/24/2019

Technical Assistance

591-1-1-.26(9) - Discussed with the provider to ensure that if an outdoor grill is used, it is not going to be on the licensed playground space.

Correction Deadline: 5/24/2019

Food Service

591-1-1-.18 Kitchen Operations

Not Met

Finding

591-1-1-.18(6) requires that non-disposable dishes, glasses and silverware are properly cleaned by pre-rinsing, or scraping, washing, sanitizing and air drying. A three (3) compartment sink or a dishwasher with a sani-cycle or capability of maintaining a rinse water temperature of a minimum of one hundred fifty (150) degrees Fahrenheit and a two (2) compartment sink shall be available. Dishes, glasses and silverware shall be rinsed in the approved dishwasher or rinsed in a chemical sanitizer and air dried. It was determined based on consultant's observation that the center had a two compartment sink but no dishwasher and non-disposable dishes were not being used.

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Correction Deadline: 5/24/2019

Recited on 5/24/2019

Technical Assistance

591-1-1-.18(8) - Discussed with the provider that containers of food be stored above the floor on clean surfaces protected from splash and other contamination.

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Correction Deadline: 5/24/2019

Health and Hygiene

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

Defer

591-1-1-.10(1)-Previous citation deferred on this date as the provider has until 6/13/19 to correct.

Correction Deadline: 4/25/2019

Defer

591-1-1-.10(2)-The provider was previously cited for not having an adjacent sink. The due date to install the sink is 6/13/19. Citation is being deferred at this time to allow the provider time to correct.

Correction Deadline: 4/11/2019

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

Comment

Staff were observed to remind children to wash hands.

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

Comment

The Provider reported no medication since the last visit and on this date.

Safety

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

Comment

Age-appropriate discussion and/or redirection observed.

591-1-1-.36 Transportation(CR) **Met**

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Not Met

Finding

591-1-1-.30(1)(a) requires a crib that is safety approved in compliance with Consumer Product Safety Commission (CPSC) and American Society of Testing and Materials International (ASTM) safety standards be provided for each infant. It was determined based on consultant's observation that there was one crib sold by IKEA that did not meet safety standards as the crib had no manufacturer's date on it and the center had no documentation to establish compliance with the safety standards.

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Correction Deadline: 5/24/2019

Recited on 5/24/2019

Staff Records

Records Reviewed: 7

Records with Missing/Incomplete Components: 1

Staff # 2

Not Met

Date of Hire: 02/19/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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 review of records that one staff hired 2/29/19 did not obtain satisfactory Background Check clearance until 4/6/2019. No one day letter was left with the provider since satisfactory national background check was observed. Additionally it was determined that there was one person on the premises who was grilling on the licensed playground without supervision by staff with satisfactory background check.

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Correction Deadline: 5/24/2019

Defer

591-1-1-.31(1)(b)2.-Previous citation deferred on this date as the provider has until 6/13/19 to correct.

Correction Deadline: 5/10/2019

Staffing and Supervision

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Correction Deadline: 5/24/2019

Corrected on 5/24/2019

.32(1) - Previous citation corrected on this date as appropriate ratios were observed.

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Correction Deadline: 4/11/2019

Corrected on 5/24/2019

.32(2) - Previous citation corrected on this date as consultant observed the 20% rule was followed.

Finding

591-1-1-.32(4) requires that children under three years old be housed in separate physical areas from older children and cannot be mixed with older children except at specified times and circumstances. It was determined based on consultant's observation that there were two one year old children, eight two-year-old, 12 three and four year olds, one 13-year-old and one 15-year-old child in the same classroom.

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Correction Deadline: 5/24/2019

Finding

591-1-1-.32(7) requires that children be supervised at all times and that the persons supervising in the child care area be alert, able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the chaperones and Students-in-Training, and provide timely attention to the children's actions and needs. It was determined based on consultant's observation that :

*one three year old child went to the back bathroom to wash her face and there was no staff available to supervise. Consultant alerted the Director and she supervised the child until return to the classroom.

* one infant was left asleep in a crib with no staff available to supervise . Staff was in the classroom across the hallway at that time.

* one 13 year old child left the classroom unattended to go get personal items and cell phone from the front office

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Correction Deadline: 5/24/2019