



**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:** 6/12/2017    **VisitType:** Monitoring Visit    **Arrival:** 12:00 PM    **Departure:** 2:50 PM

**CCLC-30877**

**Lil' Munchkins Day Care & Learning Center**

149 Paulk Park Road Fitzgerald, GA 31750 Ben Hill County  
 (229) 423-8525 kathy\_ring@yahoo.com

**Regional Consultant**

Jackqueline Frederick  
 Phone: (229) 386-3247  
 Fax: (229) 238-2435  
 jackqueline.frederick@decal.ga.gov

**Mailing Address**  
 Same

<b>Compliance Zone Designation</b>		
06/12/2017	Monitoring Visit	Good Standing
12/01/2016	Licensing Study	Good Standing
05/10/2016	Monitoring Visit	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	Infants	1	3	C	6	C	NA	NA	Nap
Main	B - 3rd Right	Three Year Olds	1	12	C	16	C	23	C	Lunch
Main	Bldg 2-Modular F	Five Year Olds and Six Year Olds and Over	1	13	C	23	C	NA	NA	Free Play
Main	Bldg 2-Modular G	Six Year Olds and Over	1	13	C	0	NC	28	C	Free Play,Art
Main	C - Back Middle	Two Year Olds	1	6	C	21	C	NA	NA	Nap
Main	D - 1st Left	One Year Olds	1	7	C	13	C	NA	NA	Nap
Main	E - 1st Right	Four Year Olds	1	12	C	21	C	30	C	Lunch
					Total Capacity @35 sq. ft.: 100	Total Capacity @25 sq. ft.: 124				
Total # Children this Date: 66			Total Capacity @35 sq. ft.: 100			Total Capacity @25 sq. ft.: 124				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG 5-12 yrs	23	C
Main	PG Infant	23	C
Main	PG Toddler	24	C

**Comments**

The purpose of today's visit is to conduct a monitoring visit.

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(j)(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@decga.gov](mailto:CCSRefutations@decga.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://decga.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)

KATHY RING, Program Official

Date

Jackqueline Frederick, 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**

**Correction Deadline: 12/1/2016**

**Corrected on 6/12/2017**

**.26(8) - Citation observed corrected on this date.**

#### Health and Hygiene

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

**Met**

**Comment**

Diapering requirements discussed

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

**Met**

**Comment**

Observed-Proper Hand Washing Throughout

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

**Met**

**Comment**

Discussed-Documentation/Procedures

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

Observed-Discussion/Redirection

**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 that two staff members did not have evidence of transportation training as required, but were observed by consultant transporting children 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: 6/22/2017****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 the Center had no/expired/unsatisfactory annual vehicle safety inspection on file.

**POI (Plan of Improvement)**

The center will obtain the annual vehicle inspection.

**Correction Deadline: 6/17/2017****Finding**

591-1-1-.36(7)(c) requires the center to use passenger transportation checklists, in a format approved by the Department, to account for each child during transportation. A separate passenger checklist must be used for each vehicle. It was determined by the director's admission that the center does not have required documents required for transportation, to include but not limited to signed transportation forms by parents or passenger checklist which includes each child being transported. Consultant observed transportation being performed by two staff members. One staff was driving a dark grey ford expedition with approximately 8 children observed exiting the vehicle. Another staff was observed driving a burgundy/red smaller suv with approximately 5 children observed exiting the vehicle. Director advised that transportation is only being provided for children attending cheer leading camp and the parents have given permission to transport. Consultant discussed with director the center's responsibility for safety of all children while in care regardless of the center's reason for current transportation and that transportation rules must be adhered to.

**POI (Plan of Improvement)**

The center will maintain a passenger checklist as required.

**Correction Deadline: 6/13/2017**

## Sleeping & Resting Equipment

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

Met

**Comment**

Discussed-SIDS/Infant Sleeping Position

## Staff Records

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

Met

**Comment**

Criminal Records Check complete

## 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**

Supervision Plan- staff will ensure that proper accountability is maintained at all times.