



**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:** Licensing Study    **Arrival:** 9:55 AM    **Departure:** 1:00 PM

**CCLC-575**

**Mill Creek Day Care Center**

382 Babb Road Rocky Face, GA 30740 Whitfield County  
 (706) 673-6651 millcreekcenter@yahoo.com

**Regional Consultant**

Colleen Covey

Phone: (706) 256-7245  
 Fax: (706) 256-7244  
 colleen.covey@dec.al.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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
06/12/2017	Licensing Study	Good Standing	
08/01/2016	Monitoring Visit	Good Standing	
01/25/2016	Monitoring Visit	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-Back/Left	One Year Olds and Two Year Olds	1	4	C	8	C	NA	NA	Outside
Main	B-Front Left	Five Year Olds and Six Year Olds and Over	1	20	C	20	C	NA	NA	Outside
Main	C-Right Front		0	0	C	22	C	NA	NA	
Main	D-Back Right	Three Year Olds and Four Year Olds	1	8	C	11	C	NA	NA	Outside
Total Capacity @35 sq. ft.: 61					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 32			Total Capacity @35 sq. ft.: 61			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground-Older	192	C
Main	Playground-Toddler	24	C

**Comments**

Follow up to the previous Monitoring Visit that was conducted on August 1, 2017 was completed on this date. Comprehensive record checks were discussed with the Director. Health and Safety Orientation was discussed with the Director. The Director was given a copy of the new emergency drills form.

Plan of Improvement: Developed This Date 06/12/2017

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.

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**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.

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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)

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Sheila Woods, Program Official

Date

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Colleen Covey, Consultant

Date



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### Findings Report

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**Arrival:** 9:55 AM

**Departure:** 1:00 PM

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The following information is associated with a Licensing Study:

### Activities and Equipment

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

**Met**

**Comment**

Swimming Provided off Site

### Children's Records

**591-1-1-.08 Children's Records**

**Met**

**Comment**

Observed-Records Complete/Well Organized

**591-1-1-.23 Parental Authorization**

**Met**

**Comment**

Parent Authorizations Obtained/Completed

### Facility

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

**Met**

**Comment**

Observation-Center Clean/Well Maintained

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

**Met**

**Comment**

Observation-Clean/Good Repair

### Food Service

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<b>591-1-1-.15 Food Service &amp; Nutrition</b>	<b>Met</b>
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**Comment**

Menu Meets USDA Guidelines

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<b>591-1-1-.18 Kitchen Operations</b>	<b>Met</b>
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**Comment**

Kitchen Appears Clean/Well Organized

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<b>Health and Hygiene</b>
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<b>591-1-1-.10 Diapering Areas &amp; Practices(CR)</b>	<b>Met</b>
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**Comment**

Staff Stated Proper Knowledge

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<b>591-1-1-.17 Hygiene(CR)</b>	<b>Met</b>
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**Comment**

Observed-Staff Remind Children Wash Hand

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<b>591-1-1-.20 Medications(CR)</b>	<b>N/A</b>
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**Comment**

The Director stated that no medication has been administered since the previous visit was conducted.

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<b>Safety</b>
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<b>591-1-1-.11 Discipline(CR)</b>	<b>Met</b>
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**Comment**

Observed-Positive Learning Environment

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<b>591-1-1-.13 Field Trips(CR)</b>	<b>Met</b>
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**Comment**

Observed-Complete Documentation

Center only does walking field trips. The required paperwork was observed completed as required.

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<b>591-1-1-.36 Transportation(CR)</b>	<b>N/A</b>
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**Comment**

No Routine Transportation Provided

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<b>Sleeping &amp; Resting Equipment</b>
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<b>591-1-1-.30 Safe Sleeping and Resting Requirements(CR)</b>	<b>Met</b>
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**Comment**

Correct number of mats; disinfecting discussed.

The center does not care for infants, infant sleep safety rules are not applicable.

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<b>Staff Records</b>
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<b>591-1-1-.09 Criminal Records Check(CR)</b>	<b>Met</b>
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**Comment**

Criminal Records Check complete for all seven staff employed on this date.

**Finding**

591-1-1-.14(1) requires the Center Director to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid that is conducted by certified or licensed health care professionals and deals with the provision of emergency care to infants and children. In addition, at least fifty percent (50%) of the caregiver Staff shall have completed such training at any given time. It was determined by a review of staff files that only two staff members had current CPR and First aid and a minimum of four is required.

**POI (Plan of Improvement)**

The Center director and at least 50% of the caregiver Staff will complete the needed training. The director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time.

**Correction Deadline: 7/12/2017**

## 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 by a review of staff files that the Director did not have evidence of completing the required ten hours of annual training for the 2016 year.

**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: 7/12/2017**

**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