



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: 7/12/2017 **VisitType:** Licensing Study **Arrival:** 9:25 AM **Departure:** 2:15 PM

CCLC-139

The Sunshine House #104

4920 Stewart Mill Road Douglasville, GA 30135 Douglas County
 (770) 947-1577 center104@sshouse.com

Regional Consultant

Patty Malone

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Mailing Address

Same

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.
07/12/2017	Licensing Study	Good Standing	
01/17/2017	Licensing Study	Good Standing	
10/27/2016	Complaint Closure	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-1L	Infants and One Year Olds	1	5	C	9	C	NA	NA	Nap, Floor Play
Main	B-2L		0	0	C	8	C	NA	NA	Not In Use
Main	C-3L		0	0	C	8	C	NA	NA	Not In Use
Main	D-4L	One Year Olds and Two Year Olds	1	8	C	10	C	NA	NA	Outside
Main	E-5L	Three Year Olds and Four Year Olds	1	11	C	25	C	NA	NA	Outside
Main	F-3R GA PreK	Five Year Olds and Six Year Olds and Over	1	18	C	31	C	44	C	Centers
Main	G-2R GA PreK	Four Year Olds and Five Year Olds	1	11	C	18	C	25	C	Free Play
Main	H-1R GA PreK		0	0	C	19	C	26	C	
Total Capacity @35 sq. ft.: 128					Total Capacity @25 sq. ft.: 155					
Total # Children this Date: 53					Total Capacity @25 sq. ft.: 155					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Left Side	40	C
Main	Right Side	39	C

Comments

Plan of Improvement: Developed This Date 07/12/2017

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. 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@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.

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)

Tammy Clark, Program Official

Date

Patty Malone, Consultant

Date



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Findings Report

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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) requires that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. It was determined based on observation that there was a large tear and exposed foam in the blue vinyl child's chair in classroom F.

POI (Plan of Improvement)

The Center will repair or replace the vinyl chair.

Correction Deadline: 7/26/2017

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

Met

Comment

No Swimming Activities Provided

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 1

Child # 1

Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Emergency Contact information Missing

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 a review of records that the center had 1 of 5 children's files missing the address for each person authorized to pick the child up.

POI (Plan of Improvement)

The center will ensure that they have complete information for persons authorized to pick the child up in each enrolled child's file.

Correction Deadline: 7/26/2017

Recited on 7/12/2017

Facility

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

Met

Comment

Licensed Capacity Routinely Met

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

Not Met

Technical Assistance

591-1-1-.25 - The consultant discussed the storage of cleaning equipment.

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 observation that there was an area of mold on the carpet in classroom C, the coating on the cabinet door was peeling off on the cabinet under the changing station in classroom E, and there was a broken toilet seat in the bathroom in classroom G.

POI (Plan of Improvement)

The Center has already started the process of replacing the carpet in classroom C. The center will repair the door with the peeling coating and will replace the toilet seat.

Correction Deadline: 7/26/2017

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

Not Met

Technical Assistance

591-1-1-.26 - The consultant discussed fluffing and redistributing the resilient surface in the fall zone areas of the climbing/ slide structure on the right playground.

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 there was an exposed drain pipe on the front side of the left playground and exposed tree roots at the back of the left playground. Additionally, the first and the last drain covers were observed to be unsecured and removable on the right playground.

POI (Plan of Improvement)

To ensure the cleanliness, sanitation and safety of the playground, the center will cover the drain pipe and tree roots , and will secure the drain covers.

Correction Deadline: 7/26/2017

Recited on 7/12/2017

Food Service**591-1-1-.15 Food Service & Nutrition****Met****Comment**

Menu Meets USDA Guidelines

591-1-1-.18 Kitchen Operations**Met****Comment**

Kitchen Appears Well Organized

Health and Hygiene**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Staff Stated Proper Knowledge

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

Observed-Proper Hand Washing Throughout

591-1-1-.20 Medications(CR)**Not Met****Finding**

591-1-1-.20(1) requires Personnel to obtain specific written authorization from the child's physician or parent in order to dispense prescription or non-prescription medications, except for first aid. Such authorization will include when applicable, date; full name of the child; name of the medication; prescription number, if any; dosage; the dates to be given; the time of day to be dispensed; and signature of parent. It was determined based on a review of records that the center had one medication form from June 6, 2017, missing the ending date for administering the medication.

POI (Plan of Improvement)

The Center will train Staff to obtain and review parental authorizations to ensure the authorization contains complete information. The designated person(s) will monitor daily.

Correction Deadline: 7/12/2017

Policies and Procedures**591-1-1-.21 Operational Policies & Procedures****Met****Comment**

The consultant observed the center's written policy and procedures.

Correction Deadline: 7/17/2017

Comment

591-1-1-.21(3) - The consultant observed documentation of the required emergency drills.

Correction Deadline: 7/17/2017

Safety

591-1-1-.05 Animals

Technical Assistance

Technical Assistance

591-1-1-.05 - The consultant discussed the maintenance of the crate housing the guinea pig.

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

Met

Comment

Observed-Discussion/Redirection

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

Not Met

Finding

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on a review of records that the center had one transportation form for a field trip conducted on July 7, 2017, missing a mark or symbol to account for the unloading of one child upon the return to the center.

POI (Plan of Improvement)

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

Correction Deadline: 7/13/2017

Sleeping & Resting Equipment

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

Met

Comment

The consultant observed that the center had compliant infant cribs on this date.

Staff Records

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

Met

Correction Deadline: 1/17/2017

Corrected on 7/12/2017

.09(1)(a) - This citation was observed to be corrected on this date. The consultant reviewed 18 staff files. Criminal record checks were observed to be complete on this date.

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

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records that the center had 2 of 18 staff members hired more than 90 days without documentation of current CPR/ first aid training.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 8/11/2017

591-1-1-.33 Staff Training**Defer****Comment**

The center had 100% of staff with documentation of the required health and safety orientation training.

Defer

591-1-1-.33(5)-Annual training for 2016 was evaluated at a regulatory visit on January 17, 2017. Annual training will be evaluated in 2018.

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: 2/16/2017

591-1-1-.31 Staff(CR)**Met****Comment**

Center staff were not observed to commit any criminal acts in the presence of enrolled children at the center.

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