



**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:** 7/15/2019    **VisitType:** Licensing Study    **Arrival:** 12:10 PM    **Departure:** 3:40 PM

**CCLC-1232**

**Cozy West Childcare & Learning Center**

1263 Augusta West Pky Augusta, GA 30909 Richmond County  
 (706) 650-0232 ebrahimia@comcast.net

**Mailing Address**

4377 B. Deerwood Lane  
 Evans, GA 30809

**Regional Consultant**

Melyn Smith

Phone: (706) 855-3455

Fax: (706) 434-7640

melyn.smith@dec.al.ga.gov

Joint with: Kaycee Purvis

**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.
07/15/2019	Licensing Study	Good Standing	
06/11/2019	Complaint Investigation Follow Up	Good Standing	
01/23/2019	POI Follow Up	Good Standing	

**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	Back		0	0	C	38	C	NA	NA	
Main	First Left	Two Year Olds	1	10	C	28	C	NA	NA	Nap
Main	First Right	Infants and One Year Olds	2	11	C	11	C	NA	NA	Floor Play,Nap
Main	Second Left	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	1	28	C	32	C	NA	NA	Nap
Main	Second Right	One Year Olds	1	8	C	22	C	NA	NA	Nap
					Total Capacity @35 sq. ft.: 131		Total Capacity @25 sq. ft.: 0			
Total # Children this Date: 57			Total Capacity @35 sq. ft.: 131			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Play A	48	C
Main	Play B	128	C
Main	Play C	57	C

**Comments**

Plan of Improvement: Developed This Date 07/15/2019

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](mailto: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](mailto:qualityrated@decal.ga.gov)

Antoinette Bennett, Program Official

Date

Melyn Smith, Consultant

Date

Kaycee Purvis, Consultant

Date



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### Findings Report

Date: 7/15/2019 VisitType: Licensing Study

Arrival: 12:10 PM

Departure: 3:40 PM

#### CCLC-1232

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The following information is associated with a Licensing Study:

### 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)

N/A

#### Comment

Center does not provide swimming activities.

### Children's Records

Records Reviewed: 12

Records with Missing/Incomplete Components: 4

Child # 5

Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

Child # 6

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 7

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 8

Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

**Technical Assistance**

591-1-1-.08(1) - Please ensure to add doctor's phone number and release addresses in that four of twelve children's files reviewed were lacking the phone number of the child's primary physician or the addresses for the release persons on this date.

**Correction Deadline: 7/15/2019**

<b>Facility</b>
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**591-1-1-.19 License Capacity(CR)****Met****Comment**

Licensed capacity observed to be routinely met by center.

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**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 the following potential hazards were observed on this date:

- First Left Classroom: A bulb syringe and two plastic bags were observed accessible to children in children's cubbies on this date. Two tubes of Desitin, a container of Palmer's Cocoa Butter, a bottle of Blunt Power spray, a bottle of sunscreen, a tube of Boudreaux's Butt Paste, two tubes of Aquaphor, and trash bags were observed accessible to children in an unsecured cabinet under the diaper changing table on this date. A bottle of Comet cleaner and toilet bowl brush were observed accessible to children in an unsecured cabinet under the sink in the boys bathroom on this date. A toilet bowl brush and plunger were observed accessible to children in an unsecured cabinet under the sink in the girl's bathroom on this date.
- Second Right Classroom: A plastic bag and toilet brush were observed accessible to children in an unsecured cabinet under the sink in the bathroom on this date. A broom, plastic bags, and trash bags were observed in an unsecured bathroom being used as a storage area.
- Second Left Classroom: A bottle of Barbasol shaving cream, which stated "Keep Out of Reach of Children", was observed accessible to children on the art shelf on this date.

**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: 7/15/2019**

**Technical Assistance**

591-1-1-.25(3) - The consultant discussed with the director to ensure that the ventilation fans in the bathrooms and over the diaper changing areas are clean and free of dust.

**Correction Deadline: 7/15/2019**

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**591-1-1-.26 Playgrounds(CR)****Not Met****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 on the left rear playground had two inches of resilient surfacing was observed under the climbing equipment measuring three feet tall when three inches is 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: 7/29/2019**

## Health and Hygiene

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

Met

#### Comment

Staff state proper knowledge of diapering procedures.

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

Met

#### Comment

Proper hand washing observed throughout the center.

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

N/A

#### Comment

The Provider currently does not dispense/administer medication.

## Policies and Procedures

### 591-1-1-.21 Operational Policies & Procedures

Not Met

#### Finding

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on review of records that the center was lacking documentation for conducting a lockdown drill from January 2019 through June 2019 on this date, which was required to be conducted every six months.

#### POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

**Correction Deadline: 7/20/2019**

## Safety

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

Met

#### Comment

Staff were observed to maintain a positive learning environment on this date.

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

N/A

#### 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)(b)3 requires that sheets or similar coverings for cots or mats shall either be marked for individual use or laundered daily. If marked for individual use, they must be laundered weekly or more frequently if needed. It was determined based on observation three children were missing mat covers in the first left classroom and ten children were missing mat covers in second left classroom.

#### POI (Plan of Improvement)

The Center will ensure that sheets are marked for individual use or washed daily and that marked sheets are washed at least weekly.

**Correction Deadline: 7/17/2019**

**Technical Assistance**

591-1-1-.30(1)(d) - Please ensure that children are placed in head to toe placement on mats during nap time.

**Correction Deadline: 7/15/2019**

<b>Staff Records</b>
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**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met**

**Comment**

Criminal record checks were observed to be complete.

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

**Correction Deadline: 2/6/2019**

**Corrected on 7/15/2019**

**.33(6) - Correction of previous citation in that all staff were observed to have ten hours of annual 2018 training complete upon this date.**

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

**Correction Deadline: 2/15/2019**

**Corrected on 7/15/2019**

**.31(2)(b)2. - Correction of previous citation in that lead teachers were enrolled or had obtained a required credential on this date.**

<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**

**Comment**

Adequate supervision observed on this date.