



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: 7/20/2017 **VisitType:** Monitoring Visit

Arrival: 1:20 PM

Departure: 3:40 PM

CCLC-39313

Circle of Friends

103 Merritts Circle Toccoa, GA 30577 Stephens County
 (706) 886-1240 teresa.pritchett@yahoo.com

Regional Consultant

Rhianna Clark

Phone: (706) 433-7111

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rhianna.clark@dec.al.ga.gov

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.
07/20/2017	Monitoring Visit	Good Standing	
03/30/2017	Monitoring Visit	Good Standing	
10/27/2016	Licensing Study	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	Classroom	Infants and One Year Olds and Two Year Olds and Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	2	26	NC	18	NC	NA	NA	Transitioning,Na p
Total Capacity @35 sq. ft.: 18			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 26			Total Capacity @35 sq. ft.: 18			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	24	C

Comments

It was determined that the center cared for 26 children and is licensed for 18 on the day of the visit. Consultant issued a Plan of Improvement Notice Letter to provider on this date.

Plan of Improvement: To Be Submitted 07/27/2017

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@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)

Teresa Pritchett, Program Official

Date

Rhianna Clark, 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-.12 Equipment & Toys(CR)

Met

Comment

Observed-Variety Throughout Center

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

N/A

Comment

No Swimming Activities Provided

Facility

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 observation that the center cared for twenty-six children in a space licensed for eighteen children on this date.

Correction Deadline: 7/20/2017

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

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) N/A

Comment

Provider stated, "No medications dispensed at this time."

Safety

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

Comment

Observed-Discussion/Redirection

591-1-1-.36 Transportation(CR) N/A

Comment

No Routine Transportation Provided

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR) Not Met

Finding

591-1-1-.30(1)(d) requires that all sleeping and resting equipment shall be arranged to avoid obstructing access to exit doors, to provide the caregivers access to each child, and to prevent children's access to cords hanging from window treatments and other hazardous objects. To reduce the transfer of airborne diseases, sleeping and resting equipment shall be arranged as follows. There shall be a minimum of twenty-four inch (24") corridor between each row of sleeping or resting equipment. There shall be a minimum of twelve inches (12") between each piece of sleeping or resting equipment in each row of equipment. Children shall be placed on cots and mats so that one child's head is toward another child's feet in the same row. It was determined based on consultant observation, resting equipment was arranged to obstruct access to exit doors and was less than twelve inches between each piece in each row on this date.

Correction Deadline: 7/20/2017

Staff Records

591-1-1-.09 Criminal Records Check(CR)**Met****Correction Deadline: 3/30/2017****Corrected on 7/20/2017****Previous citation observed to be corrected in that consultant reviewed criminal records checks complete on this date.**

591-1-1-.33 Staff Training**Not Met****Finding**

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by June 30, 2017 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on review of records, 1 of 3 staff did not complete health and safety training by the required date of June 30, 2017.

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Correction Deadline: 8/19/2017

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

Lead staff education requirements

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)**Not Met****Finding**

Previously Cited: 591-1-1-.32(3)(a) requires the Center to maintain Staff-child ratios in mixed-age groups of children under three years old based on the age of the youngest child under three years of age. It was determined based on observation that the Center did not maintain the required Staff: child ratio of 1:8 on this date. Consultant observed two staff to care for 10 children six years of age and older, three children four-years-old, one child three-years-old, six children two-years-old and one child one-year-old on this date. Consultant observed Staff-child ratio of 2:21 on this date.

591-1-1-.32(3) requires a Center with a licensed capacity of 18 or fewer children to maintain Staff-child ratios in mixed-age groups of children under three years old based on the age of the youngest child under three years of age. Where all of the children in any one group are three years of age or older, the age of the majority of the children in the group shall determine the Staff: child ratios . It was determined based on observation that the Center did not maintain the required Staff: child ratio of 1:6 on this date. Consultant observed two staff to care for seven children six years of age and older, six children five-years-old, three children four-years-old, two children three-years-old, six children two-years-old, one child one-year-old and one infant on this date. Consultant observed a Staff-child ratio of 2:26 on this date of July 20, 2017 and five staff were needed.

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Correction Deadline: 7/21/2017

Recited on 7/20/2017

591-1-1-.32 Supervision(CR)

Met

Comment

Observed-Adequate Supervision