



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: 8/7/2017 **VisitType:** Licensing Study **Arrival:** 2:40 PM **Departure:** 4:45 PM

CCLC-39785

Educate-Enrich-Enable @ Humphries Elementary School

3029 Humphries Drive, SE Atlanta, GA 30354 Fulton County
 (404) 802-8750 epitts27@yahoo.com

Regional Consultant

Margarita Collier

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margarita.collier@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.
08/07/2017	Licensing Study	Good Standing	
01/25/2017	Monitoring Visit	Good Standing	
07/27/2016	Initial Licensing Study	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	Cafeteria	Five Year Olds and Six Year Olds and Over	1	6	C	52	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 52						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 6			Total Capacity @35 sq. ft.: 52			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	102	C


Comments

The purpose of this visit was to conduct a licensing study visit and to follow-up on the previous visit conducted on January 25, 2017.

Consultant discussed the criminal records check comprehensive background check with the director on this date. Please ensure that all staff members complete the comprehensive background check consent form to the department by October 1, 2017. Please ensure that all staff members that lived outside of the state of Georgia within the past five years complete their comprehensive background check instructions sent via email.

Plan of Improvement: Developed This Date 08/07/2017

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).

	<p>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.</p>
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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)

Joanne Carroll, Program Official

Date

Margarita Collier, 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) **Met**

Comment

Observed-Variety Throughout Center

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

Comment

No Swimming Activities Provided

Children's Records

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

Comment

Observed-Records Complete/Well Organized

Comment

Parent Authorizations Obtained/Completed

Facility

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

Comment

Licensed Capacity Routinely Met

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

Correction Deadline: 1/25/2017

Corrected on 8/7/2017

The previous citation was observed to be corrected on this date. Consultant observed all hazardous items to be stored in a locked container and/or cabinet inaccessible to the children receiving care on this date.

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

Met

Correction Deadline: 1/25/2017

Corrected on 8/7/2017

The previous citation was observed to be corrected on this date. Consultant observed the playground area to be clean and free of hazards on this date.

Health and Hygiene

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

Met

Comment

There were no diapered children enrolled requiring services on this date. The center only offers afterschool services to school-aged children only.

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

Met

Comment

Observed-Staff Remind Children Wash Hand

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

Met

Comment

Per director the center does not administer any medications at this time.

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 consultant's observation the center did not have documentation of a fire drill being conducted for August 2016, October 2016, November 2016, December 2016, January 2017, March 2017, April 2017, and May 2017.

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: 8/12/2017

591-1-1-.27 Posted Notices

Met

Comment

Observed-All Notices Posted

591-1-1-.29 Required Reporting

Met

Comment

Discussed-Reporting Requirements

Safety

591-1-1-.05 Animals

Met

Comment

No Animals Kept

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

Comment

Observed-Discussion/Redirection

Comment

Observed-Positive Learning Environment

591-1-1-.13 Field Trips(CR) **Met**

Comment

No Field Trips at This Time

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

Comment

No Routine Transportation Provided

Sleeping & Resting Equipment

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

Comment

The center only offers afterschool services to school-aged children only.

Staff Records

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

Comment

Consultant reviewed two of two staff files on this date. Consultant observed two of two staff members to have evidence of a current satisfactory determination letter on file on this date.

Comment

Per director the center has not had any new hires since the previous visit was conducted on January 25, 2017.

591-1-1-.14 First Aid & CPR **Met**

Comment

Consultant observed the center to have a complete first aid kit on this date.

Comment

Observed-100% Certified First Aid & CPR

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 December 29, 2016 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 consultant's review of staff files two of two staff members did not complete the health and safety orientation training as required.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

Correction Deadline: 9/6/2017

Technical Assistance

Please ensure that all newly hired staff members complete the health and safety orientation training and first aid and CPR training within the first 90-days of their date of hire. All newly hired staff members will also need to complete the required basic six-clock hours of first year training by their one year employment anniversary.

Finding

591-1-1-.33(4) requires all Staff who provide any direct care to children, except independent contractors, Students-in-Training and volunteers, to obtain ten (10) clock hours of training or instruction in child care issues from an accredited school or Department-approved source. At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children. It was determined based on consultant's observation two of two staff members did not complete the required first year training by their one year employment anniversary date.

POI (Plan of Improvement)

The Center will plan and schedule training and follow up to ensure that direct care Staff complete the required hours of training in the required subjects.

Correction Deadline: 9/6/2017

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

Met

Comment

Lead teacher met the requirements on this date.

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-Direct Supervision/Attentive Staff