



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: 8/7/2018 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 10:15 AM **Departure:** 2:30 PM

CCLC-917

Learning Time Child Development Center

141 Langley Dr. Lawrenceville, GA 30046 Gwinnett County
 (770) 822-0354 learningtime141@gmail.com

Regional Consultant

LaQuita Clark

Phone: (706) 497-1536

Fax: (706) 688-0418

jennifer.taylor@decal.ga.gov

Mailing Address
 Same

Quality Rated: ★

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.
08/07/2018	Complaint Investigation & Licensing Study	Good Standing	
03/14/2018	Monitoring Visit	Good Standing	
11/09/2017	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
Bldg 2	A	PreK	2	22	C	24	C	34	C	Outside
Total Capacity @35 sq. ft.: 24			Total Capacity @25 sq. ft.: 105							
Main	Back Left	One Year Olds and Two Year Olds	1	10	C	16	C	NA	NA	Transitioning, Lunch
Main	Back Right	Three Year Olds and Four Year Olds	1	10	C	22	C	31	C	Lunch
Main	Front Left		0	0	C	17	C	24	C	
Main	Infant-Center	Infants and One Year Olds	1	2	C	10	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 65			Total Capacity @25 sq. ft.: 75							
Total # Children this Date: 44			Total Capacity @35 sq. ft.: 89			Total Capacity @25 sq. ft.: 105				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	81	C
Main	B	27	C

Comments

The purpose of the visit was to conduct a complaint investigation and licensing study.

Plan of Improvement: Developed This Date 08/07/2018

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.

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.al.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.al.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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.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@dec.al.ga.gov

Nicole Stanback, Program Official

Date

LaQuita Clark, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study Visit:

Activities and Equipment**591-1-1-.03 Activities****Technical Assistance****Technical Assistance**

591-1-1-.03(5) - The consultant discussed with the staff and director to ensure that lesson plans are updated and maintained as required.

Correction Deadline: 8/7/2018

Comment

A variety of developmentally appropriate activities were observed to be provided.

Correction Deadline: 8/7/2018

591-1-1-.12 Equipment & Toys(CR)**Met****Comment**

A variety of equipment and toys were observed throughout the center. Equipment observed to be appropriately secured.

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

Center does not provide swimming activities.

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

Records were observed to be complete and well organized.

Facility

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

Licensed capacity observed to be routinely met by center.

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

No hazards observed accessible to children on this date.

591-1-1-.26 Playgrounds(CR)	Met
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Correction Deadline: 3/28/2018

Corrected on 8/7/2018

.26(4) - Previous citation has been corrected in that the gaps in the fence have been repaired. The cross bars have also been reattached.

Correction Deadline: 3/24/2018

Corrected on 8/7/2018

.26(6) - Previous citation has been corrected in that the swing chains were observed to be in good repair.

Food Service

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

Center menu meets USDA guidelines.

Health and Hygiene

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

Staff state proper knowledge of diapering procedures.

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

Staff were observed to remind children to wash hands.

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

Documentation for medication dispensing observed complete. Consultant and director discussed appropriate procedures for emergency medication.

Policies and Procedures

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

Complete documentation of emergency drills were observed on file.

Correction Deadline: 8/12/2018

591-1-1-.27 Posted Notices	Met
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Comment

Observed all required posted notices.

Safety

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

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

Met

Comment

Center does not participate in field trips at this time.

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

Met

Comment

Complete documentation of transportation observed. The vehicle was observed in good repair. A current vehicle inspection was on file.

Sleeping & Resting Equipment

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

Met

Comment

Pleasant naptime environment observed. Safety approved cribs and cots were observed. Staff were observed to follow safe sleep procedures.

Staff Records

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

Met

Comment

Criminal records checks were observed to be complete. The director provided two new files for staff hired since the previous visit. All staff were observed to have comprehensive background checks on file. The consultant discussed the proposed changes as of October 1, 2018, local background checks will no longer be accepted. All staff must have a comprehensive satisfactory background check on file to be solely responsible for children in care.

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 review of staff files, that one staff member did not have current evidence of CPR/first aid within 90 days of hire.

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. The director stated that a class has been scheduled for Tuesday, August 14, 2018.

Correction Deadline: 8/14/2018

591-1-1-.33 Staff Training

Met

Comment

Documentation observed of required staff training for annual year 2017. Please ensure that all new staff obtain the health and safety orientation training within 90 days of hire.

Correction Deadline: 3/16/2018

Corrected on 8/7/2018

.33(1) - The previous citation has been corrected in that documentation of orientation was observed on file for all staff.

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

Met

Comment

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Technical Assistance

Technical Assistance

591-1-1-.32 - The consultant and director discussed the mixed age group ratios. The calculation was provided to ensure that mixed age group ratios are appropriate and maintained.

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

Met

Comment

Adequate supervision observed on this date.