



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: 8/13/2019 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 10:00 AM **Departure:** 1:40 PM

CCLC-50716

A Step Above Learning Center-Union City

5085 Union Street Union City, GA 30291 Fulton County
 (678) 489-2538 astepabove2017@gmail.com

Regional Consultant

Princess Walton
 Phone: (770) 357-7030
 Fax: (770) 357-7029
 princess.walton@dec.al.gov

Mailing Address
 Same

Quality Rated: No

Compliance Zone Designation		
08/13/2019	Complaint Closure	Good Standing
08/13/2019	Complaint Investigation & Monitoring Visit	Good Standing
07/16/2019	Initial Licensing Study	Good Standing

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.

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 & 1's	Infants and One Year Olds	1	6	C	14	C	NA	NA	Free Play, Feeding
Main	C-2R-1's	Three Year Olds and Four Year Olds and Five Year Olds	1	6	C	20	C	NA	NA	Art
Main	D-1R 1's & 2's	Two Year Olds	1	9	C	15	C	NA	NA	TV
Total Capacity @35 sq. ft.: 60					Total Capacity @25 sq. ft.: 0		Building capacity limited by Fire Marshall Limitations			
Total # Children this Date: 21			Total Capacity @35 sq. ft.: 60			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A-Infant/Toddler	6	C
Main	PG All Ages	53	C

Comments

The purpose of this visit is to conduct a complaint monitoring visit and to follow-up to previous visit.

Plan of Improvement: Developed This Date 08/13/2019

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.

- 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

Tia Hardy, Program Official

Date

Princess Walton, Consultant

Date



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

Summary Report

Date: 8/13/2019 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 10:00 AM **Departure:** 1:40 PM

CCLC-50716

A Step Above Learning Center-Union City

5085 Union Street Union City, GA 30291 Fulton County
(678) 489-2538 astepabove2017@gmail.com

Regional Consultant

Princess Walton
Phone: (770) 357-7030
Fax: (770) 357-7029
princess.walton@dec.al.ga.gov

Mailing Address
Same

The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Comment

Equipment and furniture observed to be properly secured, as applicable.

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

Comment

Center does not provide swimming activities.

Facility

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

Comment

Licensed capacity observed to be routinely met by center.

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

Technical Assistance

591-1-1-.25(8) - Consultant discussed with staff and the director to ensure outlets are covered.

Correction Deadline: 8/13/2019

591-1-1-.26 Playgrounds(CR) **Technical Assistance**

Technical Assistance

591-1-1-.26(9) - Consultant discussed with the director to ensure that no hazards are on the playground.

Correction Deadline: 8/13/2019

Food Service

591-1-1-.15 Food Service & Nutrition**Technical Assistance****Technical Assistance**

591-1-1-.15(4) - Consultant discuss with the director to ensure that children are strap in when placed in the feeding chairs.

Correction Deadline: 8/13/2019

591-1-1-.18 Kitchen Operations**Not Met****Finding**

591-1-1-.18(5) requires the refrigeration of all perishable and potentially hazardous foods at 40 degrees Fahrenheit or below and served promptly after cooking. Freezer temperature shall be maintained at zero (0) degrees Fahrenheit or below. It was determined based on consultant observation that cooked chicken breast was left on the counter uncovered.

POI (Plan of Improvement)

The Center will refrigerate foods as required, will train Staff on proper refrigerator and freezer temperature settings and monitor the settings. Food will be served promptly after cooking.

Correction Deadline: 8/13/2019

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)**Met****Correction Deadline: 7/16/2019****Corrected on 8/13/2019**

.10(4) - Previous citation was corrected. Consultant observed the diapering pads to be non-porous.

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

Staff were observed to remind children to wash hands.

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

The Provider currently does not dispense/administer medication.

Correction Deadline: 7/16/2019**Corrected on 8/13/2019**

.20(4) - Previous citation was corrected. Consultant did not observed medication to be accessible to children on this date.

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)**Met****Comment**

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 12**Records with Missing/Incomplete Components: 3**

Staff # 5

Not Met

Date of Hire: 03/11/2012

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 6

Not Met

Date of Hire: 01/13/2019

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate

Staff # 12

Not Met

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)**Met****Comment**

Criminal record checks were observed to be complete.

591-1-1-.33 Staff Training**Not Met****Technical Assistance**

591-1-1-.33(2) - Please ensure all staff complete a employee orientation form.

Correction Deadline: 8/13/2019**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 review of staff files that three staff did not have the required health and safety training within the 90 days.

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: 9/12/2019

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

591-1-1-.31(1)(b)2.-Consultant will check on next visit.

POI (Plan of Improvement)

The Center will ensure that the Director meets the minimum education and work requirements and secure the necessary documentation.

Staffing and Supervision

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

Comment

Discussed naptime ratios.

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

Comment

Adequate supervision observed on this date.