



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: 8/14/2017 **VisitType:** Licensing Study

Arrival: 9:00 AM

Departure: 11:40 AM

CCLC-35618

1-2-3 Tots Learning Center

114 West 61st Street Savannah, GA 31405 Chatham County
 (912) 663-0985 trish310@bellsouth.net

Regional Consultant

Kati Cosby

Phone: (912) 544-8606

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kati.cosby@dec.al.ga.gov

Mailing Address

Same

Compliance Zone Designation

08/14/2017	Licensing Study	Good Standing
01/25/2017	Monitoring Visit	Good Standing
09/12/2016	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-FRONT	Two Year Olds	1	4	C	34	C	NA	NA	Free Play
MAIN	B- MIDDLE	Three Year Olds	1	11	C	32	C	NA	NA	Transitioning, Free Play
MAIN	C-BACK		0	0	C	11	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 77			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 15			Total Capacity @35 sq. ft.: 77							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
MAIN	A-TODDLER	16	C
MAIN	B-(3-12 YEARS)	28	C

Comments

Consultant left a Plan of Improvement to be submitted no later than August 28, 2017.

Plan of Improvement: To Be Submitted 08/28/2017

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)

Yolanda Williams, Program Official

Date

Kati Cosby, Consultant

Date



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Findings Report

Date: 8/14/2017 **VisitType:** Licensing Study

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Not Met

Finding

591-1-1-.03(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. It was determined, based on review of record, that the Center did not maintain updated and current lesson plans.

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Correction Deadline: 8/14/2017

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

Child # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(a)-(f)-No Record	
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(a)-(f)-No Record	
Child # 5	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(a)-(f)-No Record	
Child # 7	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(a)-(f)-No Record	
Child # 9	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(a)-(f)-No Record	
Child # 10	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(a)-(f)-No Record	
Child # 13	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(a)-(f)-Doctor, Clinic, Phone Numbers	

591-1-1-.08 Children's Records**Not Met**

Finding

Previously Cited: 591-1-1-.08(a)-(f) requires Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled that includes the following information: (a) child's name, birth date, sex, address, living arrangement, name of school if applicable; (b) names of both Parents, home and work addresses, and home and work telephone numbers; (c) name(s) and addresses of the person(s) to whom the child may be released including address, telephone number, relationship to child and other identifying information; (d) name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; (e) name and telephone number of the child's primary source of health care; and (f) known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program.

It was determined based on review of children's records that the following was missing:

- Physician phone number in one of five files
- Parent work address in one of five files
- Home address in two of five files

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program.

It was determined, based on review of records, that the Center did not have complete records for eight of fifteen children present on this date. One file did not contain Physician information and seven children did not have an enrollment record on file at the Center.

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Correction Deadline: 8/28/2017

Recited on 8/14/2017

Finding

Previously Cited: 591-1-1-.08(g) requires Center Staff to maintain a file for each child that includes evidence of age-appropriate immunizations or a signed affidavit against such immunizations for each child enrolled in the center on a form approved by the Department, and to allow no child to continue enrollment in the Center for more than thirty (30) days without such evidence.

It was determined based on review of children's records that five of five children did not have immunization records on file.

591-1-1-.08(2) requires Center Staff to maintain a file for each child that includes evidence of age-appropriate immunizations or a signed affidavit against such immunizations for each child enrolled in the center on a form approved by the Department, and to allow no child to continue enrollment in the Center for more than thirty (30) days without such evidence.

It was determined, based on review of records, that seven of fifteen children present at the Center did not have an immunization record on file.

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Correction Deadline: 8/28/2017

Recited on 8/14/2017

Evening Care

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

Met

Comment

No evening care hours

Facility

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

Met

Comment

Licensed Capacity Routinely Met

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 in Room B Tylenol, Motrin and Benedryl were in a child's bag located in a cubby that was accessible to children.

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Correction Deadline: 8/14/2017

Finding

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined, based on observation, that paint was chipping from the walls in the middle classroom.

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Correction Deadline: 9/4/2017

Technical Assistance

591-1-1-.25(8) - Center will ensure all outlet covers are in place on a daily basis.

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Correction Deadline: 8/14/2017

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

Not Met

Finding

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined, based on observation, that the front side gate had a loose board presenting an entrapment hazard.

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Correction Deadline: 9/4/2017

Finding

Previously Cited: 591-1-1-.26(8) requires the playground to be kept clean, free of litter and hazards. It was determined based on observation, that the following hazards were observed in the outdoor play area:

- Broken turtle sand box
- Chipping paint from teeter totter
- unmarked and uncovered tree roots posed a tripping hazard

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined, based on observation, that the four seat teeter-totter had chipping paint.

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Correction Deadline: 8/28/2017

Recited on 8/14/2017

Health and Hygiene

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

Met

Comment

Observed-Proper Diapering

591-1-1-.17 Hygiene(CR)**Not Met****Finding**

591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means.

It was determined, based on observation, that a child wiped their nose and did not wash their hands after. It was further observed that children did not wash their hands upon arrival.

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Correction Deadline: 8/14/2017

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

Discussed-Documentation/Procedures

Safety**591-1-1-.05 Animals****Met****Comment**

No Animals Kept

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

Observed-Discussion/Redirection

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**

Correct number of mats; disinfecting discussed

Staff Records

Comment

Criminal Records Check complete

591-1-1-.14 First Aid & CPR**Not Met****Finding**

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection.

It was determined, based on review of records, that the Director did not renew the CPR and First Aid certification.

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Correction Deadline: 9/13/2017

Finding

591-1-1-.14(3) requires the Center to have a first aid kit in each building of the Center and in any vehicle used by the Center for transportation of children, that contains scissors, tweezers, gauze pads, adhesive tape, thermometer, band-aids, assorted sizes, antibacterial ointment, insect-sting preparation, an antiseptic cleansing solution, triangular bandages, rubber gloves, protective eye wear, a protective face mask, and a cold pack. The first aid kit, together with a first aid instruction manual which must be kept with the kit at all times, shall be stored so that it is not accessible to children but is easily accessible to Staff.

It was determined, based on observation, that the Center did not have a complete First Aid Kit in that the kits that were present did not contain a protective face mask, scissors, adhesive tape, antibacterial ointment, insect-sting preparation and antiseptic cleansing solution.

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Correction Deadline: 8/24/2017

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

591-1-1-.33(5)- Consultant will review staff's annual training upon completion of the 2017 calendar year.

Correction Deadline: 2/24/2017

Finding

591-1-1-.31(1)(a) requires the Center to have a Director who is responsible for the supervision, operation and maintenance of the Center. The Director must be on the Center's premises. If the Director is absent from the Center at any time during the hours of the Center's operation, there shall be an officially designated person on the Center site to assume responsibility for the operation of the Center, and this person shall have full access to all records required to be maintained under these rules. It was determined, based on observation and staff statement, that the Center Director was not present for the last two visits and will be out for an undetermined amount of time.

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Correction Deadline: 8/14/2017

Finding

Previously Cited: 591-1-1.31(2)(b) requires teachers/lead caregivers to possess a credential that meets the rule requirements listed in 591-1-.31(2)(b)3.(i) through (xii).
It was determined that there was no documentation on file to verify that the teacher/lead caregiver possessed the credential to meet the rule requirement.

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment.
It was determined, based on review of records, that the Lead Teachers did not have the required credentials.

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Correction Deadline: 9/4/2017

Recited on 8/14/2017

Staffing and Supervision

Correction Deadline: 1/25/2017

Corrected on 8/14/2017

.32(1) - Previous citation was corrected in that all ratios were observed to be correct on this date.

Comment

Observed-Adequate Supervision