



**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: 8/24/2018 **VisitType:** Monitoring Visit **Arrival:** 8:25 AM **Departure:** 12:40 PM

CCLC-3265

Hillcrest Baptist Church Day Care Center

3045 Deans Bridge Road Augusta, GA 30906 Richmond County
(706) 798-5600 principal@hillcrestbaptistaugusta.org

Regional Consultant

Keshia Hayward

Phone: (678) 717-5129

Fax: (770) 359-5697

carrie.spangler@decal.ga.gov

Mailing Address

Same

Quality Rated: No

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.
08/24/2018	Monitoring Visit	Support	
03/06/2018	Licensing Study	Good Standing	
09/06/2017	Monitoring Visit	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	102*	Two Year Olds and Three Year Olds	2	8	C	20	C	NA	NA	Free Play
Main	104*	Three Year Olds and Four Year Olds	2	13	C	21	C	NA	NA	Centers
Main	112		0	0	C	21	C	NA	NA	
Main	114		0	0	C	21	C	NA	NA	
Main	116		0	0	C	21	C	NA	NA	
Main	118		0	0	C	21	C	NA	NA	
Total Capacity @35 sq. ft.: 125					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 21			Total Capacity @35 sq. ft.: 125			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance

Comments

The consultant discussed the upcoming changes regarding criminal background checks. Please visit to our webpage for criminal record check updates: <http://decal.ga.gov/CCS/CriminalRecordsCheck.aspx>.

A one day letter was left with the director on this date.

Plan of Improvement: To Be Submitted 09/07/2018

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

William Duggan, Program Official

Date

Keshia Hayward, Consultant

Date



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Findings Report

Date: 8/24/2018 **VisitType:** Monitoring Visit **Arrival:** 8:25 AM **Departure:** 12:40 PM

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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

A variety of equipment and toys were observed throughout the center.

591-1-1-.35 Swimming Pools & Water-related Activities(CR) **N/A**

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) **Met**

Comment

No hazards observed accessible to children on this date.

591-1-1-.26 Playgrounds(CR) **Not Met**

Technical Assistance

591-1-1-.26(4) - Ensure the small opening at the bottom of the fence on the front playground at the far back right side is closed and secured to the pole. Please ensure the black Action Play System playground border that has fallen causing the small opening in the bottom of the fence is reinstalled to cover the opening.

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Correction Deadline: 7/19/2018

Finding

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on consultant's observation that the surfacing around the large play structure on the back playground measured less than one inch when six inches was required. It was further determined that patches of grass had grown through the resilient surfacing in various spots on the back playground around the large play structure.

Correction Deadline: 7/29/2018

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR) **N/A**

Comment

Per staff there are no children requiring diapering enrolled.

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

Comment

Proper hand washing observed throughout the center.

591-1-1-.20 Medications(CR) **N/A**

Comment

No medication has been dispensed since school started in August 2018.

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) **N/A**

Comment

Center does not provide routine transportation. Per center staff parents provide transportation for children.

Sleeping & Resting Equipment

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

Technical Assistance

591-1-1-.30(1)(b)1 - Please repair or replace the one torn mat in classroom 104.

Correction Deadline: 7/19/2018

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

Not Met

Finding

591-1-1-.09(1)(a) requires the Center to ensure that every Director, Employee and Provisional Employee of the Child Care Learning Center has a satisfactory records check determination before the individual is present at the Center or before the individual resides in a Center. It was determined based on review of records that one employee hired August 1, 2018, did not have evidence of a satisfactory Fingerprint Records Check Determination on file on this date. The employee was present on this date. A one day letter was left with the director.

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Correction Deadline: 7/19/2018

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

Met

Correction Deadline: 4/12/2018

Corrected on 8/24/2018

.14(1) - Previous citation corrected based on observation of CPR and First Aid with an expiration date of March 31, 2020 in staff files.

591-1-1-.24 Personnel Records

Not Met

Finding

591-1-1-.24(1) requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation. It was determined based on a review of records that one employee hired on August 1, 2018, did not have the following identifying information on file: date of birth, social security number, current address, current telephone number, and evidence of education.

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Correction Deadline: 7/24/2018

591-1-1-.33 Staff Training

Met

Correction Deadline: 4/12/2018

Corrected on 8/24/2018

.33(6) - Citation corrected based on observation of training in staff records for the year 2017 and 2018.

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

Met

Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

Staffing and Supervision

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

Not Met

Finding

591-1-1-.32(4) requires that children under three years old be housed in separate physical areas from older children and cannot be mixed with older children except at specified times and circumstances. It was determined based on consultants observation and staff statements that a two-year-old child was housed with three-year- old children in classroom 104.

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Correction Deadline: 7/19/2018

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

Met

Comment

Adequate supervision observed on this date.