



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: 8/29/2017 **VisitType:** Licensing Study **Arrival:** 9:35 AM **Departure:** 11:30 AM

CCLC-2254

Chelsey's Garden 2nd Step

695 Windy Hill Rd. Smyrna, GA 30080 Cobb County
 (770) 433-8277 patricia_martin33@yahoo.com

Regional Consultant

Courtney Moody
 Phone: (800) 796-7861
 Fax: (800) 798-6764
 courtney.moody@dec.al.gov

Mailing Address

110 smyrna Powder Springs Rd
 Marietta, GA 30060

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.
08/29/2017	Licensing Study	Good Standing	
03/23/2017	Licensing Study	Good Standing	
10/26/2016	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	B Rear	PreK	2	17	C	22	C	NA	NA	Centers
Main	C Right	PreK	2	19	C	22	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 44					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 36			Total Capacity @35 sq. ft.: 44			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	52	C

Comments

Plan of Improvement: Developed This Date 08/29/2017

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)

Patricia Martin, Program Official

Date

Courtney Moody, Consultant

Date



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Findings Report

Date: 8/29/2017 **VisitType:** Licensing Study **Arrival:** 9:35 AM **Departure:** 11:30 AM

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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

Records Reviewed: 5

Records with Missing/Incomplete Components: 3

Child # 1

Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Parent Names, Work Numbers

Child # 3

Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Parent Names, Work Numbers,.08(a)-(f)-Allergies and Disabilities

Child # 5

Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Parent Names, Work Numbers,.08(a)-(f)-Allergies and Disabilities

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 records that the center did not meet this requirement based on the following: Two of five children's files did not contain name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; Two of five children's files did not contain known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program; One of five children's files did not contain names of both Parents, home and work addresses, and home and work telephone numbers.

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 two of five children's files did not contain known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program and three of five children's files did not contain names of both Parents, home and work addresses, and home and work telephone numbers.

POI (Plan of Improvement)

Previously Cited: Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 8/31/2017

Recited on 8/29/2017

	Facility
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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(3) requires that the Center and surrounding premises be clean, free of debris and in good repair. It was determined based on observation that there was a hole in the wall of the right classroom beside the painting easel. It was also determined that the window on the wall that separates classrooms A and B was observed to be cracked down the center, posing a potential hazard.

POI (Plan of Improvement)

To ensure the cleanliness, sanitation and safety of the environment, the center will repair the noted items.

Correction Deadline: 9/1/2017

Recited on 8/29/2017

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

Technical Assistance

591-1-1-.26 - Discussed cutting the vines growing through the fence on the back of the playground. Also discussed removing the large sticks mixed with mulch on the playground.

Health and Hygiene

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

Comment

No diapering children enrolled

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

Comment

Observed-Staff Remind Children Wash Hand

591-1-1-.20 Medications(CR) **Technical Assistance**

Technical Assistance

591-1-1-.20 - Discussed-Documentation/Procedures. Consultant left a copy of the medication authorization form at the center.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Not Met**

Finding

591-1-1-.21(3) requires that the Center conduct and document fire drills monthly and tornado and/or other emergency situations every six months. It was determined based on review of records that the center did not have documentation to show that a fire drill was conducted in July of 2017. It was further determined that the center did not have evidence to show that a tornado drill was conducted every six months.

POI (Plan of Improvement)

The center will hold the necessary drills on a regular basis and maintain adequate documentation of these drills for two years.

Correction Deadline: 8/29/2017

Recited on 8/29/2017

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

Correction Deadline: 3/23/2017

Corrected on 8/29/2017

.27(f) - Previous citation observed corrected.

Safety

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

Comment

Observed-Discussion/Redirection

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

N/A

Comment

No Routine Transportation Provided

Sleeping & Resting Equipment

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

Met

Comment

Correct number of mats; no infants enrolled.

Staff Records

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

Met

Comment

Consultant requested to review criminal background checks for all employees. All employees were observed to have satisfactory clearance letters on this date.

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

Not Met

Finding

591-1-1-.14(1) requires the Center Director to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid that is conducted by certified or licensed health care professionals and deals with the provision of emergency care to infants and children. In addition, at least fifty percent (50%) of the caregiver Staff shall have completed such training at any given time. It was determined based on review of records that the center did not meet this requirement in that the director did not have evidence of a current CPR and first aid certification. The certification expired in January of 2017. It was also determined that no staff members had evidence of current CPR and first aid certifications.

POI (Plan of Improvement)

The Center director and at least 50% of the caregiver Staff will complete the needed training. The director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time.

Correction Deadline: 9/1/2017**Recited on 8/29/2017**

591-1-1-.33 Staff Training

Defer

Correction Deadline: 4/22/2017**Corrected on 8/29/2017****.33(3)(a)-(b) - Previous citation observed corrected.****Defer**

591-1-1-.33(5)- Please review annual training at the next regular visit.

POI (Plan of Improvement)

The center will plan and schedule the required 10 hours of ongoing training each year and follow up to ensure the training is completed.

Correction Deadline: 4/22/2017

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

Met

Comment

Staff requirements met.

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