



**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:** 10/23/2017 **VisitType:** Complaint Investigation Follow Up **Arrival:** 2:00 PM **Departure:** 4:30 PM

**CCLC-153**

**The Sunshine House #75**

208 Hurricane Shoals Road Lawrenceville, GA 30046 Gwinnett County  
 (770) 339-4666 center75@sshhouse.com

**Regional Consultant**

Beverly Pollard  
 Phone: (770) 357-7002  
 Fax: (770) 357-7001  
 beverly.pollard@decal.ga.gov

**Mailing Address**  
 Same

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
10/23/2017	Complaint Investigation Follow Up	Good Standing	
04/19/2017	Complaint Closure	Good Standing	
04/05/2017	Incident Investigation/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
Back	Back bldg		0	0	C	25	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.:			25		Total Capacity @25 sq. ft.: 0					
Main	1L		0	0	C	23	C	NA	NA	Not In Use
Main	1R	Three Year Olds and Four Year Olds	2	15	C	18	C	NA	NA	Story
Main	2L	One Year Olds and Two Year Olds	1	8	C	18	C	NA	NA	Diapering
Main	2R	Four Year Olds and Five Year Olds	1	6	C	16	C	NA	NA	Centers
Main	Middle	Infants and One Year Olds	1	4	C	23	C	NA	NA	Floor Play
Total Capacity @35 sq. ft.:			98		Total Capacity @25 sq. ft.: 0					
Total # Children this Date:			33		Total Capacity @35 sq. ft.: 123					
					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	0	C
Main	B	0	C

**Comments**

The purpose of this visit was to follow up to the previous visit conducted on April 5, 2017.

October 27, 2017 The visit was revised on this date. A revised copy was sent to the facility.

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](http://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@dec.ga.gov](mailto:CCSRefutations@dec.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.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)

Dee Wright, Program Official

Date

Beverly Pollard, Consultant

Date



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### Summary Report

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The following information is associated with a Complaint Investigation Follow Up:

#### Facility

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

Met

Correction Deadline: 2/24/2017

Corrected on 10/23/2017

.25(3) - This citation was corrected on a previous visit.

#### Food Service

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

Met

Correction Deadline: 4/5/2017

Corrected on 10/23/2017

.15(3) - All bottles were observed to be labeled and dated.

#### Health and Hygiene

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

Met

Correction Deadline: 4/5/2017

Corrected on 10/23/2017

.20(5) - Two medications were observed on this date.

#### Policies and Procedures

**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 a review of records that a fire drill was not documented for the month of October, 2017..

**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: 10/23/2017**

**Recited on 10/23/2017**

<b>Safety</b>
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**591-1-1-.36 Transportation(CR)****Not Met****Finding**

Previously Cited: 591-1-1-.36(3)(a-c) requires the Director and each Staff person responsible for or who participates in the transportation of children to meet the following requirements: (a) complete two (2) clock hours of transportation training on or before June 30, 2015 and at least every two years thereafter. (b) Effective July 1, 2015, the Director and each Staff person who will be responsible for or participate in the transportation of children shall have completed two (2) clock hours of transportation training prior to assuming any duties related to the transportation of children and at least every two years thereafter. (c) Any transportation training completed should be state approved or state accepted training. It was determined based on a review of records that the driver and the director were observed to have not completed transportation training.

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff.

It was determined based on a review of records that the director had not completed transportation training.

**POI (Plan of Improvement)**

Previously Cited: The center will ensure that the director, center staff, and any person responsible for the transportation of children has completed the required transportation training.

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

**Correction Deadline: 10/23/2017**

**Recited on 10/23/2017**

<b>Staffing and Supervision</b>
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**591-1-1-.32 Supervision(CR)****Met**

**Correction Deadline: 2/17/2017**

**Corrected on 10/23/2017**

**.32(7) - Adequate supervision was observed on this date.**