



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: 10/23/2019 **VisitType:** Monitoring Visit

Arrival: 8:50 AM

Departure: 11:00 AM

CCLC-36648

Gifted Hands Learning Tree Academy

2404 US Hwy 80 Garden City, GA 31408 Chatham County
 (912) 239-6767 giftedhandslearningtreeacademy@gmail.com

Regional Consultant

Haley Carwile
 Phone: (229) 317-9868
 Fax: (229) 317-9865
 haley.carwile@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.
10/23/2019	Monitoring Visit	Deficient	
06/13/2019	POI Follow Up	Good Standing	
04/25/2019	Complaint Investigation & Licensing Study	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		0	0	C	9	C	NA	NA			
Main	B		0	0	C	7	C	NA	NA			
Main	C	Infants and One Year Olds and Two Year Olds and Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	1	19	C	9	NC	NA	NA	Free Play,TV		
Main	D		0	0	C	6	C	NA	NA			
Total Capacity @35 sq. ft.:			25		Total Capacity @25 sq. ft.:		0		Building capacity limited by Insufficient Toilets/Sinks			
Total # Children this Date:			19		Total Capacity @35 sq. ft.:		25		Total Capacity @25 sq. ft.:		0	

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	9	C
Main	Playground B	48	C

Comments

Plan of Improvement: To Be Submitted 11/06/2019

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

LaTosha Brown, Program Official

Date

Haley Carwile, 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

Findings Report

Date: 10/23/2019 **VisitType:** Monitoring Visit **Arrival:** 8:50 AM **Departure:** 11:00 AM

CCLC-36648

Gifted Hands Learning Tree Academy

2404 US Hwy 80 Garden City, GA 31408 Chatham County
 (912) 239-6767 giftedhandslearningtreeacademy@gmail.com

Mailing Address
 Same

Regional Consultant

Haley Carwile
 Phone: (229) 317-9868
 Fax: (229) 317-9865
 haley.carwile@decal.ga.gov

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) **Not Met**

Finding

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on observation that in Room C there were nineteen children present when the room is licensed for nine children.

.....

.....

.....

.....

.....

.....

.....

.....

.....

Correction Deadline: 10/23/2019

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)

Met

Comment

Playground observed to be clean and in good repair.

Health and Hygiene

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

Met

Comment

Staff state proper knowledge of diapering procedures.

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

Met

Comment

Proper hand washing observed throughout the center.

Comment

Staff were observed to remind children to wash hands.

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

Not Evaluated

Comment

The Provider currently does not dispense/administer medication.

Safety

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

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

Not Met

Finding

591-1-1-.36(4)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, taillights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Center or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined based on review of documents that a vehicle inspection had not been completed for the vehicle being used for transportation.

.....
.....
.....
.....
.....
.....

Correction Deadline: 10/28/2019

Finding

591-1-1-.36(6) requires written Parental authorization for routine transportation provided by or on behalf of the Center. Written authorization must include the routine pick-up location, routine pick-up time, routine delivery location, routine delivery times and the name of any person authorized to receive the child. It was determined based on review of documents and the director's statement that there were no parental authorizations on file for the children being transported as required.

.....

.....
.....
.....
.....
.....
Correction Deadline: 10/24/2019

Finding

591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on observation that no files or emergency medical information was kept on the vehicle in which the children were being transported.

.....
.....
.....
.....
.....

.....
.....
.....
.....
.....
Correction Deadline: 10/24/2019

Finding

591-1-1-.36(7)(c) requires the center to use passenger transportation checklists, in a format approved by the Department, to account for each child during transportation. A separate passenger checklist must be used for each vehicle. It was determined based on observation and the director's statement that a passenger transportation checklist has not been completed in numerous months as required.

.....
.....
.....
.....
.....

.....
.....
.....
.....
.....
Correction Deadline: 10/24/2019

Finding

591-1-1-.36(7)(c)1 requires that children be listed individually on the passenger transportation checklist using their first and last names. It was determined based on observation and the director's statement that a transportation checklist with children listed individually has not been used in months as required.

.....
.....
.....
.....
.....

Correction Deadline: 10/24/2019

Finding

591-1-1-.36(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Center, and the last stop during transportation to home or school. The responsible person on the vehicle shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; sign the passenger transportation checklist (s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was determined based on observation that a check of the vehicle was not completed when the vehicle arrived back from drop off.

Correction Deadline: 10/24/2019

Finding

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on observation that a second was not completed when the vehicle arrived back from drop off.

Correction Deadline: 10/23/2019

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR) **Not Met**

Finding

591-1-1-.30(2)(c) requires that infants shall not sleep in equipment other than safety-approved cribs, such as, but not limited to, a car safety seat, bouncy seat, highchair, or swing. Infants who arrive at the Center asleep or fall asleep in such equipment, on the floor or elsewhere, shall be transferred to a safety-approved crib. It was determined based on observation that an infant child was asleep in a high chair upon arrival and not in a crib as required.

.....
.....
.....
Correction Deadline: 10/23/2019

Staff Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 1

Staff # 1

Not Met

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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

Not Met

Finding

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on review of files that a staff member that was transporting children had not submitted a records check application to the department or to an authorized fingerprint site. The director stated that a staff was transporting children that had a local check on file, but not a comprehensive letter as required.

.....
.....
.....
.....
.....
.....

.....
.....
.....
Correction Deadline: 10/23/2019

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on observation and review of files that a staff member was transporting children and did not have a comprehensive criminal background check letter as required.

.....
.....
.....
.....
.....
.....

.....
.....
.....
Correction Deadline: 10/23/2019

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 review of staff files that two staff members had not completed the health and safety training in a timely manner as required.

.....
.....
.....
.....
.....

Correction Deadline: 11/6/2019

Recited on 10/23/2019

Defer

591-1-1-.33(6)-Will review annual training for 2019 during the first fiscal visit of 2020 as required.

.....
.....
.....
.....
.....

Correction Deadline: 12/31/2019

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

Met

Comment

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

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

Not Met

Finding

591-1-1-.32(2) requires the Center maintain Staff:child ratios in mixed-age groups based on the age of the youngest group of children that includes more than twenty percent of the total number of children in the mixed-age group. It was determined based on observation that in Room C there was one infant, three one year olds, four two year olds, two three year olds, three four year olds, three five year olds, and two children six and older with one staff member.

.....
.....
.....
.....
.....

Correction Deadline: 10/23/2019

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 observation that in Room C there were infants, ones, and twos combined with children three years of age and older.

.....
.....
.....
.....
.....
.....

Correction Deadline: 10/23/2019

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

Met

Comment

Adequate supervision observed on this date.