



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: 11/9/2017 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 1:15 PM

CCLC-46234

Akim Academy

4065 Hwy. 441 South Douglas, GA 31535 Coffee County
 (912) 384-0876 akimacademy@gmail.com

Regional Consultant

Connie Boatright

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Mailing Address

4065 Hwy. 441 S.
 Douglas, GA 31533

Quality Rated: ★

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.
11/09/2017	Licensing Study	Good Standing	
04/26/2017	Initial Licensing Study	Good Standing	

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-B		0	0	C	16	C	NA	NA	Not In Use
Main	C		0	0	C	8	C	NA	NA	Not In Use
Main	D		0	0	C	8	C	NA	NA	Not In Use
Main	E		0	0	C	8	C	NA	NA	Not In Use
Main	F	Three Year Olds and Four Year Olds	2	7	C	14	C	NA	NA	Art
Main	H	One Year Olds and Two Year Olds	1	6	C	10	C	NA	NA	Art,Free Play
Main	I		0	0	C	12	C	NA	NA	Not In Use
Main	J		0	0	C	19	C	NA	NA	Not In Use
Main	K		0	0	C	26	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.:						121	Total Capacity @25 sq. ft.:		0	
Total # Children this Date: 13			Total Capacity @35 sq. ft.:			121	Total Capacity @25 sq. ft.:			0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	12	C
Main	B	43	C

Comments

This Licensing Study is the first regulatory visit for Akim Academy this 2017 - 2018 fiscal year.

The consultant reviewed all staff files and finds that each staff member has a comprehensive satisfactory fingerprint criminal records clearance determination letter on file.

The center director stated no medication is administered, no field trips or transportation is provided.

The consultant discussed the Quality Rated Program with the center director and left Let's Get Quality Rated / Caps 2020 Deadline information with the director.

Plan of Improvement: Developed This Date 11/09/2017

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.

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@decals.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://decals.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.decals.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@decals.ga.gov

Ida Mendoza, Program Official

Date

Connie Boatright, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

Activities and Equipment**591-1-1-.03 Activities****Met****Comment**

The consultant observed a variety of age appropriate activities throughout the center.

Correction Deadline: 11/9/2017

591-1-1-.12 Equipment & Toys(CR)**Met****Comment**

Observed-Variety Throughout Center

Correction Deadline: 6/7/2017

Corrected on 11/9/2017

.12(3) - The previous citation is observed to be corrected on this date.

Correction Deadline: 6/7/2017

Corrected on 11/9/2017

.12(5) - The previous citation is observed to be corrected on this date.

591-1-1-.35 Swimming Pools & Water-related Activities(CR)**Met****Comment**

No Swimming Activities Provided

Children's Records**Records Reviewed: 4****Records with Missing/Incomplete Components: 2**

Child # 1

Not Met

"Missing/Incomplete Components"

.08(1)-Allergies and Disabilities,.08(1)-Emergency Contact information Missing,.08(1)-Doctor, Clinic, Phone Numbers

Child # 2

Not Met

"Missing/Incomplete Components"

.08(1)-Allergies and Disabilities,.08(1)-Doctor, Clinic, Phone Numbers

591-1-1-.08 Children's Records

Not Met

Comment

Parent Agreements Obtained/Completed

Comment

Parent Authorizations Obtained/Completed

Finding

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 the consultant's review of child files that two of four files reviewed did not have the allergy section completed, two of four files reviewed did not have the doctor / clinic information completed and one of four files reviewed did not have the release to person information completed.

POI (Plan of Improvement)

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: 11/9/2017

Facility

591-1-1-.06 Bathrooms

Met

Comment

Observation-Clean and Well Maintained

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

Met

Comment

Licensed Capacity Routinely Met

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

Met

Correction Deadline: 6/7/2017

Corrected on 11/9/2017

.25(6) - The previous citation was observed to be corrected on this date.

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

Met

Correction Deadline: 6/7/2017

Corrected on 11/9/2017

.26(3) - The previous citation is observed to be corrected on this date. The center has installed three overhead tarps for shade.

Correction Deadline: 5/10/2017

Corrected on 11/9/2017

.26(8) - The previous citation is observed to be corrected on this date.

Food Service

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

Met

Comment

Menu Meets USDA Guidelines

591-1-1-.18 Kitchen Operations

Met

Comment

Kitchen Appears Clean/Well Organized

Health and Hygiene

591-1-1-.07 Children's Health

Met

Comment

The consultant observed a communicable disease chart to be posted on the parent bulletin board located in the foyer of the center.

Correction Deadline: 11/9/2017

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

Met

Comment

Staff Stated Proper Knowledge

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

Met

Comment

Observed-Proper Hand Washing Throughout

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

Met

Comment

No medications are currently being administered.

Correction Deadline: 11/9/2017

Organization

591-1-1-.16 Governing Body & License

Met

Comment

The center is operating with a valid license with Bright From The Start.

Correction Deadline: 11/9/2017

Policies and Procedures

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

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on the consultant's observation of the fire drill log and the director's statement that no fire drills were held during the months of July and September.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 11/14/2017

591-1-1-.22 Parental Access**Met****Comment**

The consultant observed a parental access notice to be posted on the parent bulletin board located in the foyer of the center.

Correction Deadline: 11/9/2017

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

Observed-All Notices Posted

Safety

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

No Animals Kept

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

Observed-Discussion/Redirection

Comment

Observed-Positive Learning Environment

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

Comment

Discussed-SIDS/Infant Sleeping Position. The center currently has no infants enrolled.

Staff Records

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

Comment

Criminal Records Check complete

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

Comment

Observed-100% Certified First Aid & CPR

591-1-1-.33 Staff Training **Technical Assistance**

Technical Assistance

591-1-1-.33(3) - The center director will ensure that all staff member providing direct care to the children will complete Health & Safety Orientation and Basic Six Core Training.

Correction Deadline: 12/9/2017

Technical Assistance

591-1-1-.33(4) - The center director will ensure that all staff members complete Basic Six Core Training.

Correction Deadline: 12/9/2017

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

Comment

Lead staff education requirements

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