



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: 2/2/2021 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 10:45 AM

CCLC-1030

Friendship House

1300 S. Hamilton St. Dalton, GA 30720 Whitfield County
 (706) 278-8012 marythelmanorris@optilink.us

Regional Consultant

Colleen Covey

Phone: (706) 256-7245

Fax: (706) 256-7244

colleen.covey@dec.al.ga.gov

Mailing Address

PO Box 794
 Dalton, GA 30722

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. 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.
02/02/2021	Licensing Study	Good Standing	
07/21/2020	Monitoring Visit	Good Standing	
01/13/2020	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	1st RT	Infants and One Year Olds	2	6	C	15	C	NA	NA	Feeding, Floor Play
Main	2 RT Back		0	0	C	10	C	NA	NA	
Main	2 RT Front	One Year Olds	2	5	C	17	C	NA	NA	Free Play
Main	3 RT	Three Year Olds and Four Year Olds	2	9	C	32	C	NA	NA	Circle Time, Art, Story
Main	4 RT	PreK	2	16	C	32	C	NA	NA	Centers
Main	5 RT	Two Year Olds and Three Year Olds	3	12	C	26	C	NA	NA	Centers
Main	6 RT	Three Year Olds and Four Year Olds	3	11	C	26	C	NA	NA	Centers
Main	Left Side		0	0	C	46	C	NA	NA	

Total Capacity @35 sq. ft.: 204

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 59

Total Capacity @35 sq. ft.: 204

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	175	C

Comments

An Administrative Review was conducted on February 1, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on February 2, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on September 30, 2020 was reviewed during the virtual inspection.

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.dec.state.ga.us/CCS/RuleAndRegulations.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@dec.state.ga.us.

- 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.state.ga.us/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.dec.state.ga.us/>
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.state.ga.us

Mary Norris, Program Official

Date

Colleen Covey, 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: 2/2/2021 **VisitType:** Licensing Study

Arrival: 10:00 AM

Departure: 10:45 AM

CCLC-1030

Friendship House

1300 S. Hamilton St. Dalton, GA 30720 Whitfield County
(706) 278-8012 marythelmanorris@optilink.us

Mailing Address
PO Box 794
Dalton, GA 30722

Regional Consultant

Colleen Covey

Phone: (706) 256-7245
Fax: (706) 256-7244
colleen.covey@decal.ga.gov

The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.12 Equipment & Toys(CR)

Met

Comment

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on February 2, 2021.

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

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

Met

Comment

Records were observed to be complete and well organized.

Facility

591-1-1-.06 Bathrooms	Met
------------------------------	------------

Comment

Bathrooms observed to be clean and well maintained.

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

A virtual walk through of the center was conducted on February 2, 2021 due to the COVID-19 pandemic. No hazards were observed accessible to children on this date.

Comment

Center appears clean and well maintained.

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

Comment

A virtual walk through of the playground was conducted on February 2, 2021 due to the COVID-19 pandemic. The playground was observed to be clean and in good repair.

Food Service

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

Comment

Center menu meets USDA guidelines.

Comment

Discussed new revision to restricted food rule which states: Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

Comment

Please ensure that you are using the up to date infant feeding form available on our website.

591-1-1-.18 Kitchen Operations	Met
---------------------------------------	------------

Comment

Kitchen appears clean and well organized.

Health and Hygiene

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

Comment

Hand washing and sanitizing requirements for diapering were discussed with the Director on this date. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on February 2, 2021.

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

Comment

Hand washing and sanitizing requirements for diapering were discussed with the Director on this date. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on February 2, 2021.

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

Comment

Documentation for medication dispensing observed complete.

Policies and Procedures**591-1-1-.29 Required Reporting****Met****Comment**

Discussed reporting requirements.

Safety**591-1-1-.05 Animals****N/A****Comment**

Center does not keep animals on premises.

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

TA-A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director on this date.

591-1-1-.13 Field Trips(CR)**N/A****Comment**

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)**N/A****Comment**

Center does not provide routine transportation.

Sleeping & Resting Equipment**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****Comment**

Pleasant naptime environment observed.

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records**Records Reviewed: 25****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 07/01/2018

Staff # 2

Met

Date of Hire: 03/28/2008

Staff # 3

Met

Date of Hire: 10/07/1996

Staff # 4

Met

Date of Hire: 09/01/2020

Staff # 5 Met

Date of Hire: 07/29/2019

Staff # 6 Met

Date of Hire: 08/13/2020

Staff # 7 Met

Date of Hire: 12/16/2019

Staff # 8 Met

Date of Hire: 10/14/1991

Staff # 9 Met

Date of Hire: 07/31/2020

Staff # 10 Met

Date of Hire: 04/16/2018

Staff # 11 Met

Date of Hire: 08/20/2018

Staff # 12 Met

Date of Hire: 08/10/2018

Staff # 13 Met

Date of Hire: 12/15/2018

Staff # 14 Met

Date of Hire: 11/12/2018

Staff # 15 Met

Date of Hire: 10/30/2015

Staff # 16 Met

Date of Hire: 05/01/1985

Staff # 17 Met

Date of Hire: 03/28/2007

Staff # 18 Met

Date of Hire: 07/31/2000

Staff # 19 Met

Date of Hire: 08/16/2019

Staff # 20	Met
Date of Hire: 04/14/2016	
Staff # 21	Met
Date of Hire: 01/04/1999	
Staff # 22	Met
Date of Hire: 09/15/2020	
Staff # 23	Met
Date of Hire: 12/02/2019	
Staff # 24	Met
Date of Hire: 07/21/2009	
Staff # 25	Met
Date of Hire: 11/09/2020	

Staff Credentials Reviewed: 19

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

Comment

Criminal record checks were observed to be complete for all staff observed during the virtual visit or listed on the staff list provided by the Director.

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

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training **Met**

Comment

Documentation observed of required staff training for the 2020 year.

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

Comment

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on September 30, 2020.

Staffing and Supervision

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

Comment

Center observed to maintain appropriate staff:child ratios.

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

Comment

Adequate supervision observed on this date.

Comment

Discussed new revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.