



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: 3/10/2020 **VisitType:** Licensing Study **Arrival:** 8:30 AM **Departure:** 1:45 PM

CCLC-103

Sheltering Arms - International Village Center

3375 Chamblee Dunwoody Road Atlanta, GA 30341 DeKalb County
 (770) 454-6220 jaedwards@shelteringarmsforkids.com

Regional Consultant

Elim Tekie

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Mailing Address

Same

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.
03/10/2020	Licensing Study	Good Standing	
08/13/2019	Monitoring Visit	Good Standing	
01/15/2019	Licensing Study	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	10th Rt- 4 y/o	PreK	4	16	C	30	C	NA	NA	Centers
Main	1st Rt- 0-12 mos	Infants	2	5	C	17	C	NA	NA	Diapering, Floor Play, Feeding
Main	2nd Rt- 0-12 mos	Infants	2	7	C	17	C	NA	NA	Feeding, Diapering, Floor Play
Main	3rd Rt- 3 y/o	Two Year Olds and Three Year Olds	1	5	C	17	C	NA	NA	Centers
Main	4th Rt- 2 y/o	One Year Olds	2	6	C	20	C	NA	NA	Centers
Main	5th Rt- 2-3 y/o	Two Year Olds	2	12	C	21	C	NA	NA	Centers
Main	6th Rt-1-2 y/o	One Year Olds and Two Year Olds	2	10	C	24	C	NA	NA	Centers
Main	7th Rt- 3-4 y/o	Three Year Olds	3	14	C	30	C	NA	NA	Centers
Main	8th Rt- 3 8 y/o	Four Year Olds and Five Year Olds	2	19	C	30	C	NA	NA	Circle Time
Main	9th Rt- 4-5 y/o	PreK	3	17	C	30	C	NA	NA	Circle Time
Main	A-1st Right		0	0	C	0	C	NA	NA	
Main	B-2nd Right		0	0	C	0	C	NA	NA	
Main	C-3rd Right		0	0	C	0	C	NA	NA	
Main	D-4th Right		0	0	C	0	C	NA	NA	
Main	E-5th Right		0	0	C	0	C	NA	NA	

Total Capacity @35 sq. ft.: 236

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 111

Total Capacity @35 sq. ft.: 236

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	0-1 y/o	21	C
Main	1-2 y/o	38	C

Comments

The purpose of today's visit was to conduct a Licensing Study and follow-up on previous citations from August 13, 2019. Consultant left a copy of an Emergency drill log.

Plan of Improvement: Developed This Date 03/10/2020

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.al.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@dec.al.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.al.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.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

Janice Edwards, Program Official

Date

Elim Tekie, Consultant

Date



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Findings Report

Date: 3/10/2020 **VisitType:** Licensing Study **Arrival:** 8:30 AM **Departure:** 1:45 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Not Met

Comment

A variety of equipment and toys were observed throughout the center.

Finding

591-1-1-.12(2) requires that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. It was determined based on consultant's observation that the green couch in classroom 7th right had tears on the seat.

POI (Plan of Improvement)

The Center will ensure that equipment and furniture are used by the age-appropriate group of children.

Correction Deadline: 3/10/2020

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

Met

Comment

Center does not provide swimming activities.

Facility

591-1-1-.06 Bathrooms

Not Met

Finding

591-1-1-.06(4) requires a Center first licensed after March 1, 1991, and Centers that remodel or add to existing plumbing facilities, to have the bathroom area fully enclosed and ventilated to the outside of the building with either an open screened window or functioning exhaust fan and duct system and requires Centers without fully enclosed bathrooms to ensure there is adequate ventilation to control odors and adequate sanitation measures to prevent the spread of contagious diseases. It was determined based on consultant's observation that there was no ventilation in the bathrooms, in 7th right classroom and in bathrooms in 8th right classroom.

POI (Plan of Improvement)

The Center will fully enclose and ventilate bathroom areas, as required, and will provide adequate ventilation and sanitation in bathrooms that are not fully enclosed.

Correction Deadline: 4/9/2020

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

No hazards observed accessible to children on this date.

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

Comment

Playground not observed on this date due to inclement weather.

Health and Hygiene

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

Comment

Proper diapering procedures observed in all diapering classrooms.

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

Comment

Proper hand washing observed throughout the center.

591-1-1-.20 Medications(CR) **Not Met**

Finding

591-1-1-.20(1) requires Personnel to obtain specific written authorization from the child's physician or parent in order to dispense prescription or non-prescription medications, except for first aid. Such authorization will include when applicable, date; full name of the child; name of the medication; prescription number, if any; dosage; the dates to be given; the time of day to be dispensed; and signature of parent. It was determined that there was no time stated by the Parent for a child who was to receive medication on February 12-February 19. Medication was dispensed twice on February 12, at 11:00 and 3:00 and once on February 13.

POI (Plan of Improvement)

The Center will train Staff to obtain and review parental authorizations to ensure the authorization contains complete information. The designated person(s) will monitor daily.

Correction Deadline: 3/10/2020

Finding

591-1-1-.20(3) requires the Center to maintain a record of medication dispensed that includes the date, time and amount of medication, any noticeable adverse reaction, and the signature or initials of the person administering the medication. It was determined based on consultant's observation that a child was to have medication dispensed on January 29, January 30 and January 31 at 11:00am and 3:00pm. On January 30, there was no medication dispensed at 3:00pm.

POI (Plan of Improvement)

The Center will train Staff responsible for dispensing medication in the accurate completion and storage of the records and will implement a plan to monitor this.

Correction Deadline: 3/10/2020

Safety

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

Comment

Center does not keep animals on premises.

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

Staff were observed to maintain a positive learning environment on this date.

591-1-1-.13 Field Trips(CR)**Met****Comment**

Field trip documentation observed to be complete for January 16, 2020 transporting children to the Alliance Theatre.

591-1-1-.36 Transportation(CR)**Met****Correction Deadline: 8/14/2019****Corrected on 3/10/2020****.36(7)(c)2. - Previous citation was corrected. Center maintained proper documentation of complete transportation records.****Correction Deadline: 8/14/2019****Corrected on 3/10/2020****.36(7)(d)1. - Previous citation was corrected. Center maintained proper documentation of complete transportation records.****Correction Deadline: 8/13/2019****Corrected on 3/10/2020****.36(7)(d)2. - Previous citation was corrected. Center maintained proper documentation of complete transportation records.**

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**Met****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: 75**Records with Missing/Incomplete Components: 0**

Staff # 1 Met

Staff # 2 Met

Date of Hire: 03/25/2019

Staff # 3 Met

Date of Hire: 06/18/2019

Staff # 4 Met

Date of Hire: 12/17/2019

Staff # 5 Met

Date of Hire: 12/18/2017

Staff # 6 Met

Date of Hire: 09/21/2018

Staff # 7 Met

Staff # 8 Met

Staff # 9 Met

Staff # 10 Met

Date of Hire: 03/25/2019

Staff # 11 Met

Staff # 12 Met

Staff # 13 Met

Date of Hire: 09/24/2019

Staff # 14 Met

Staff # 15 Met

Staff # 16 Met

Date of Hire: 12/14/2019

Staff # 17 Met

Date of Hire: 06/06/2019

Staff # 18 Met

Date of Hire: 06/27/2018

Staff # 19 Met

Date of Hire: 01/23/2019

Staff # 20 Met

Staff # 21 Met

Date of Hire: 11/06/2018

Staff # 22 Met

Date of Hire: 08/31/2019

Staff # 23 Met

Staff # 24 Met

Staff # 25 Met

Date of Hire: 11/26/2019

Staff # 26	Met
Staff # 27	Met
Date of Hire: 01/17/2020	
Staff # 28	Met
Date of Hire: 02/22/2019	
Staff # 29	Met
Date of Hire: 01/16/2019	
Staff # 30	Met
Staff # 31	Met
Date of Hire: 04/03/2019	
Staff # 32	Met
Staff # 33	Met
Date of Hire: 08/07/2019	
Staff # 34	Met
Date of Hire: 02/20/2019	
Staff # 35	Met
Date of Hire: 01/22/2020	
Staff # 36	Met
Date of Hire: 02/05/2019	
Staff # 37	Met
Staff # 38	Met
Date of Hire: 07/25/2019	
Staff # 39	Met
Date of Hire: 12/03/2017	
Staff # 40	Met
Date of Hire: 08/06/2019	
Staff # 41	Met
Date of Hire: 01/17/2020	
Staff # 42	Met

Staff # 43 Date of Hire: 06/08/2019	Met
Staff # 44 Date of Hire: 12/19/2019	Met
Staff # 45 Date of Hire: 02/19/2020	Met
Staff # 46 Date of Hire: 01/16/2019	Met
Staff # 47	Met
Staff # 48 Date of Hire: 11/06/2018	Met
Staff # 49 Date of Hire: 12/26/2018	Met
Staff # 50	Met
Staff # 51 Date of Hire: 01/21/2020	Met
Staff # 52	Met
Staff # 53 Date of Hire: 02/06/2019	Met
Staff # 54	Met
Staff # 55 Date of Hire: 01/02/2020	Met
Staff # 56	Met
Staff # 57	Met
Staff # 58	Met
Staff # 59 Date of Hire: 08/22/2019	Met
Staff # 60 Date of Hire: 12/23/3019	Met

Reminder - Health & Safety training is required within 90 calendar days of hired

Records Reviewed: 75

Records with Missing/Incomplete Components: 0

Staff # 61	Met
Staff # 62	Met
Date of Hire: 02/28/2020	
Staff # 63	Met
Staff # 64	Met
Staff # 65	Met
Staff # 66	Met
Date of Hire: 09/04/2018	
Staff # 67	Met
Date of Hire: 11/06/2018	
Staff # 68	Met
Date of Hire: 01/04/2019	
Staff # 69	Met
Date of Hire: 12/14/2019	
Staff # 70	Met
Date of Hire: 01/10/2020	
Staff # 71	Met
Date of Hire: 12/26/2018	
Staff # 72	Met
Date of Hire: 02/19/2019	
Staff # 73	Met
Date of Hire: 12/16/2019	
Staff # 74	Met
Date of Hire: 08/03/2017	
Staff # 75	Met
Date of Hire: 12/18/2019	

Staff Credentials Reviewed: 11

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

Met

Correction Deadline: 8/13/2019

Corrected on 3/10/2020

.09(1)(j) - Previous citation was corrected. All staff members have obtained a Satisfactory Comprehensive Determination prior to being on site.

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

Met

Correction Deadline: 9/3/2019

Corrected on 3/10/2020

.14(2) - Previous citation was corrected. All staff members have completed the required First Aid and CPR training and obtained the certificates.

591-1-1-.24 Personnel Records

Met

Correction Deadline: 8/18/2019

Corrected on 3/10/2020

.24(1) - Previous citation was corrected. All employees have complete personnel files on site.

591-1-1-.33 Staff Training

Met

Correction Deadline: 9/3/2019

Corrected on 3/10/2020

.33(3) - Previous citation was corrected. All staff members have completed the required Health and Safety Orientation training and consultant has verified all certificates.

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)

Met

Comment

Staff observed to provide direct supervision and be attentive to children's needs.

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

Met

Comment

Center observed to maintain appropriate staff:child ratios.