



**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: 3/6/2018 **VisitType:** Licensing Study **Arrival:** 8:05 AM **Departure:** 1:25 PM

CCLC-11775

Little Caterpillars Development Center, Inc.

141 Chase Court Milledgeville, GA 31061 Baldwin County
(478) 452-1800 little_caterpillars@yahoo.com

Regional Consultant

Valarie Musselwhite

Phone: (770) 357-9988

Fax: (678) 302-2440

valarie.musselwhite@decal.ga.gov

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.
03/06/2018	Licensing Study	Good Standing	
11/20/2017	Complaint Closure	Good Standing	
11/15/2017	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	A(210)-6wks-12m	Infants	2	7	C	11	C	NA	NA	Feeding, Floor Play	
Main	B (208)6wks-7m	Infants	1	4	C	11	C	NA	NA	Music, Floor Play	
Main	C(207) 7M-12m	Infants	1	3	C	11	C	NA	NA	Feeding	
Main	D(206) 12M-18M	One Year Olds	2	10	C	17	C	NA	NA	Breakfast	
Main	E(204) 12M-24M	One Year Olds	2	13	C	19	C	NA	NA	Breakfast	
Main	F(205) 18M-35M	Two Year Olds	2	13	C	23	C	NA	NA	Breakfast	
Main	G (209)18M-35 M	Two Year Olds	2	17	C	22	C	NA	NA	Free Play	
Main	H (211)3yrs	Three Year Olds	2	13	C	22	C	NA	NA	Music	
Main	I (213) 3 & 4yrs	Three Year Olds	2	19	C	23	C	NA	NA	Transitioning	
Main	J(212) 4yrs	PreK	2	21	C	18	NC	NA	NA	Breakfast	
Main	K(214) 4yrs	PreK	2	19	C	21	C	NA	NA	Breakfast	
Main	L (215) 8-12yrs		0	0	C	26	C	NA	NA		
Main	L(215) 5-7 yrs		0	0	C	24	C	NA	NA		
Total Capacity @35 sq. ft.: 248						Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 139						Total Capacity @35 sq. ft.: 248					Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A Infants Toddlers	17	C
Main	B Toddler/Preschool	66	C


Main	C Preschool/School age	152	C
Main	D School age	171	C

Comments

The purpose of this visit is to follow up on the previous Monitoring Visit on November 15, 2017.

Plan of Improvement: Developed This Date 03/06/2018

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@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). 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.dec.al.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@dec.al.ga.gov

Yvonne Council, Program Official

Date

Valarie Musselwhite, 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

Technical Assistance

Technical Assistance

591-1-1-.03(2) - Ensure lesson plans are current and posted in each classroom.

Correction Deadline: 3/6/2018

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)

Met

Comment

Pool not in use at this time, gates observed locked.

Children's Records

Records Reviewed: 10

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met
Child # 6	Met

Records Reviewed: 10

Records with Missing/Incomplete Components: 0

Child # 7	Met
Child # 8	Met
Child # 9	Met
Child # 10	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

No hazards observed accessible to children on this date.

Correction Deadline: 11/30/2017

Corrected on 3/6/2018

.25(3) - Correction of previous citation in that consultant observed all items to be in good repair.

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

Met

Comment

Playground observed to be clean and in good repair.

Correction Deadline: 12/15/2017

Corrected on 3/6/2018

.26(4) - Correction of previous citation in that consultant observed both gaps to be repaired on this date.

Food Service

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

Met

Correction Deadline: 11/15/2017

Corrected on 3/6/2018

.15(4) - Correction of previous citation in that consultant observed high chairs to have the required safety straps and all high chairs were observed to be clean.

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)**Not Met****Finding**

591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on an observation that children in Room 206 did not wash their hands after breakfast and before returning to playing with toys. Furthermore, a teacher in Room 209 wiped a two year old child's hands with a wet cloth after lunch and the child then went immediately went to their mat for rest time.

POI (Plan of Improvement)

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

Correction Deadline: 3/6/2018

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

Documentation for medication dispensing observed complete.

Policies and Procedures

591-1-1-.29 Required Reporting**Met****Correction Deadline: 11/20/2017****Corrected on 3/6/2018**

.29(3) - Correction of previous citation in that center has not had any incidents in need of reporting and consultant discussed the necessary procedure of required reporting on this date.

Safety

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**

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)**Met****Comment**

Complete documentation of transportation observed.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**Technical Assistance****Comment**

Pleasant naptime environment observed.

Technical Assistance

591-1-1-.30(1)(b)4 - Ensure all children in care have a light cover available during rest time.

Correction Deadline: 3/6/2018

Correction Deadline: 11/15/2017

Corrected on 3/6/2018

.30(2)(b) - Correction of previous citation in that consultant observed a physician's written statement for all children who use a wedge or other specified sleeping instructions.

Staff Records

Records Reviewed: 49

Records with Missing/Incomplete Components: 1

Staff # 1	Met
Date of Hire: 11/30/2017	
Staff # 2	Met
Staff # 3	Met
Date of Hire: 05/05/2010	
Staff # 4	Met
Date of Hire: 10/27/2013	
Staff # 5	Met
Staff # 6	Met
Staff # 7	Met
Date of Hire: 07/25/2016	
Staff # 8	Met
Date of Hire: 02/20/2018	
Staff # 9	Met
Date of Hire: 05/23/2017	
Staff # 10	Met
Date of Hire: 10/03/2017	
Staff # 11	Met
Date of Hire: 07/02/2007	
Staff # 12	Met
Date of Hire: 02/01/2018	
Staff # 13	Met
Date of Hire: 01/23/2017	

Staff # 14 Date of Hire: 02/21/2005	Met
Staff # 15 Date of Hire: 08/14/2004	Met
Staff # 16 Date of Hire: 01/23/2009	Met
Staff # 17 Date of Hire: 08/10/2015	Met
Staff # 18 Date of Hire: 09/10/2012	Met
Staff # 19 Date of Hire: 08/05/2016	Met
Staff # 20 Date of Hire: 07/15/2016	Met
Staff # 21 Date of Hire: 02/01/2018	Met
Staff # 22 Date of Hire: 03/10/2016	Met
Staff # 23 Date of Hire: 01/08/2007	Met
Staff # 24 Date of Hire: 08/06/2015	Met
Staff # 25 Date of Hire: 06/02/2017	Met
Staff # 26 Date of Hire: 12/13/2017	Met
Staff # 27 Date of Hire: 11/14/2016	Met
Staff # 28 Date of Hire: 02/20/2018	Met

Staff # 29 Date of Hire: 01/04/2017	Met
Staff # 30 Date of Hire: 10/17/2011	Met
Staff # 31 Date of Hire: 08/14/2004	Met
Staff # 32 Date of Hire: 07/09/2013 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing	Not Met
Staff # 33 Date of Hire: 08/14/2004	Met
Staff # 34 Date of Hire: 08/18/2008	Met
Staff # 35 Date of Hire: 09/22/2016	Met
Staff # 36 Date of Hire: 08/14/2004	Met
Staff # 37 Date of Hire: 10/12/2016	Met
Staff # 38 Date of Hire: 08/15/2016	Met
Staff # 39 Date of Hire: 10/02/2017	Met
Staff # 40 Date of Hire: 12/07/2017	Met
Staff # 41 Date of Hire: 01/16/2018	Met
Staff # 42 Date of Hire: 05/20/2016	Met
Staff # 43	Met

Records Reviewed: 49

Records with Missing/Incomplete Components: 1

Date of Hire: 08/02/2017

Staff # 44 Met

Date of Hire: 08/30/2018

Staff # 45 Met

Date of Hire: 01/02/2018

Staff # 46 Met

Date of Hire: 02/21/2005

Staff # 47 Met

Date of Hire: 01/04/2018

Staff # 48 Met

Staff # 49 Met

Date of Hire: 07/28/2008

Staff Credentials Reviewed: 49

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

Met

Comment

Criminal records checks were observed to be complete.

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

Not Met

Finding

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on review of records that the cook was without First Aid and CPR training.

POI (Plan of Improvement)

The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

Correction Deadline: 4/30/2018

591-1-1-.33 Staff Training

Met

Comment

Documentation observed of 2017 Annual required staff training.

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

Met

Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

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

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