



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: 9/5/2019 **VisitType:** Licensing Study **Arrival:** 10:20 AM **Departure:** 2:00 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

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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.
09/05/2019	Licensing Study	Good Standing	
02/28/2019	Monitoring Visit	Good Standing	
09/19/2018	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	A(210)-6wks-12m	Infants	1	2	C	11	C	NA	NA	Floor Play
Main	B (208)6wks-7m	Infants	2	8	C	11	C	NA	NA	Floor Play,Diapering
Main	C(207) 7M-12m	Infants and One Year Olds	1	5	C	11	C	NA	NA	Nap
Main	D(206) 12M-18M	One Year Olds	2	8	C	17	C	NA	NA	Story,Outside
Main	E(204) 12M-24M	One Year Olds	2	10	C	19	C	NA	NA	Lunch,Music
Main	F(205) 18M-35M	Two Year Olds	1	7	C	23	C	NA	NA	Story
Main	G (209)18M-35 M	One Year Olds and Two Year Olds	2	16	C	22	C	NA	NA	Outside
Main	H (211)3yrs	Three Year Olds	10	7	C	22	C	NA	NA	Art
Main	I (213) 3 & 4yrs	Three Year Olds and Four Year Olds	1	10	C	23	C	NA	NA	Music
Main	J(212) 4yrs	PreK	2	22	C	18	NC	NA	NA	Outside
Main	K(214) 4yrs	PreK	2	21	C	21	C	NA	NA	Outside
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: 116						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

Plan of Improvement: Developed This Date 09/05/2019

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.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

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-.12 Equipment & Toys(CR)

Met

Correction Deadline: 2/27/2019

Corrected on 9/5/2019

.12(2) - Correction of previous citation in that the consultant observed the mattress covered in material that can be easily and appropriately disinfected.

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

Met

Comment

Pool not in use at this time and gates observed locked. Consultant observed parent permission for children to engage in swimming activities.

Children's Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 4

Child # 1 Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Address Missing,.08(3)-Address of Release Person Missing

Child # 2 Met

Child # 3 Met

Child # 4 Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 5 Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 6

Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Address Missing

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

Technical Assistance

Technical Assistance

591-1-1-.08(1) - Please ensure children's files are completed with all required information.

Correction Deadline: 9/5/2019

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)

Technical Assistance

Technical Assistance

591-1-1-.25(11) - Please ensure any rugs placed in front of the toilets or sinks are slip free to prevent any potential tripping incidents.

Correction Deadline: 10/5/2019

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

Met

Correction Deadline: 3/15/2019

Corrected on 9/5/2019

.26(6) - Correction of previous citation in that the consultant observed the PVC piping surrounding all play areas to be free of any gaps and in good repair.

Food Service

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

Met

Comment

Center menu meets USDA guidelines.

Health and Hygiene

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

Met

Comment

Proper diapering procedures observed.

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

Met

Comment

Proper hand washing observed throughout the center.

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

Met

Comment

Documentation for medication dispensing observed complete.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures

Met

Comment

Consultant observed complete documentation of emergency drills.

Safety

591-1-1-.05 Animals

Technical Assistance

Technical Assistance

591-1-1-.05(2) - Please ensure fish tanks are properly covered.

Correction Deadline: 9/5/2019

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

Consultant observed complete field trip documentation for May 10, 2019 to Washington Farms and July 11, 2019 to Brave Meadows.

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

Technical Assistance

591-1-1-.30(1)(a)2 - Consultant and director discussed mattress pads must be tight fitting.

Correction Deadline: 9/5/2019

Technical Assistance

591-1-1-.30(1)(a)3 - Consultant and director discussed ensuring crib sheets provided by parents are tight fitting and washed daily.

Correction Deadline: 9/5/2019

Correction Deadline: 2/28/2019

Corrected on 9/5/2019

.30(2) - Correction of previous citation in that the consultant observed safe sleep practices in place.

Correction Deadline: 2/28/2019

Corrected on 9/5/2019

.30(2)(c) - Correction of previous citation in that the consultant observed safe sleep practices in place.

Records Reviewed: 27**Records with Missing/Incomplete Components: 0**

Staff # 1 Date of Hire: 07/09/2013	Met
Staff # 2 Date of Hire: 04/02/2018	Met
Staff # 3 Date of Hire: 06/28/2018	Met
Staff # 4 Date of Hire: 02/20/2019	Met
Staff # 5 Date of Hire: 10/27/2013	Met
Staff # 6 Date of Hire: 08/18/2008	Met
Staff # 7 Date of Hire: 08/14/2004	Met
Staff # 8 Date of Hire: 08/14/2004	Met
Staff # 9 Date of Hire: 08/14/2004	Met
Staff # 10 Date of Hire: 02/20/2018	Met
Staff # 11	Met
Staff # 12 Date of Hire: 05/05/2010	Met
Staff # 13 Date of Hire: 07/28/2008	Met
Staff # 14 Date of Hire: 08/06/2015	Met
Staff # 15	Met

Date of Hire: 10/28/2018

Staff # 16 Met

Date of Hire: 07/24/2019

Staff # 17 Met

Date of Hire: 08/14/2004

Staff # 18 Met

Date of Hire: 01/08/2007

Staff # 19 Met

Date of Hire: 01/23/2009

Staff # 20 Met

Date of Hire: 06/19/2019

Staff # 21 Met

Date of Hire: 02/20/2018

Staff # 22 Met

Date of Hire: 01/02/2018

Staff # 23 Met

Date of Hire: 03/06/2018

Staff # 24 Met

Date of Hire: 02/20/2019

Staff # 25 Met

Date of Hire: 07/15/2019

Staff # 26 Met

Date of Hire: 09/09/2019

Staff # 27 Met

Staff Credentials Reviewed: 11**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met****Comment**

Criminal record checks were observed to be complete.

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 2018 annual training, health and safety, and basic first year training.

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

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.