



**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:** 1/28/2020    **VisitType:** Monitoring Visit    **Arrival:** 9:45 AM    **Departure:** 12:40 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**

Laura Johnson

Phone: (470) 891-3520

Fax: (678) 913-0577

laura.johnson@dec.al.gov

**Mailing Address**

Same

**Quality Rated:** ★

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
01/28/2020	Monitoring Visit	Good Standing	
09/05/2019	Licensing Study	Good Standing	
02/28/2019	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	1	4	C	11	C	NA	NA	Feeding,Nap
Main	B (208)6wks-7m	Infants	2	7	C	11	C	NA	NA	Feeding,Nap,Flo or Play
Main	C(207) 7M-12m	Infants	2	9	C	11	C	NA	NA	Nap
Main	D(206) 12M-18M	One Year Olds	2	8	C	17	C	NA	NA	Free Play
Main	E(204) 12M-24M	One Year Olds	3	12	C	19	C	NA	NA	Circle Time
Main	F(205) 18M-35M	Two Year Olds	1	8	C	23	C	NA	NA	Transitioning,Ce nters
Main	G (209)18M-35 M	Two Year Olds	2	15	C	22	C	NA	NA	Outside
Main	H (211)3yrs	Three Year Olds	1	10	C	22	C	NA	NA	Transitioning,Ce nters
Main	I (213) 3 & 4yrs	Three Year Olds and Four Year Olds	2	15	C	23	C	NA	NA	Centers
Main	J(212) 4yrs	PreK	2	22	C	18	NC	NA	NA	Centers
Main	K(214) 4yrs	PreK	2	20	C	21	C	NA	NA	Centers
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: 130

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 today's visit is to complete a monitoring visit.

Transportation documentation and medication documentation was reviewed on this date.

All criminal record checks were reviewed complete. The director provided five files for employees hired since the last visit.

Plan of Improvement: Developed This Date 01/28/2020

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.decgal.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@decgal.ga.gov](mailto:CCSRefutations@decgal.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://decgal.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](mailto:qualityrated@dec.state.ga.us)

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Yvonne Council, Program Official

Date

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Laura Johnson, Consultant

Date



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### Findings Report

**Date:** 1/28/2020 **VisitType:** Monitoring Visit **Arrival:** 9:45 AM **Departure:** 12:40 PM

#### CCLC-11775

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

Technical Assistance

#### Technical Assistance

591-1-1-.12(2) - The consultant spoke with the director about replacing the cracked totes in classrooms 209 and 211 to prevent a possible pinching hazard.

**Correction Deadline: 1/28/2020**

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

Met

#### Comment

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

### Facility

#### 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

Center appears clean and well maintained.

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

Not Met

#### Finding

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation that the portable green and tan climber on the toddler playground had a 12-inch crack on the inside seat area with rough edges posing a potential pinching hazard.

**POI (Plan of Improvement)**

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

**Correction Deadline: 2/7/2020**

**Technical Assistance**

591-1-1-.26(8) - The consultant spoke with the director about fluffing and redistributing the mulch under the swinging and climbing equipment. The director stated that mulch has been ordered and they are waiting for the weather to clear up from the heavy rain that has been in the area over the last several weeks. The children are currently unable to use the back playground due to the standing water.

**Correction Deadline: 2/7/2020**

**Health and Hygiene**

**591-1-1-.10 Diapering Areas & Practices(CR)** **Not Met**

**Comment**

Staff state proper knowledge of diapering procedures.

**Finding**

591-1-1-.10(4) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined based on observation that the diaper changing surface in Classroom 206 had several tears causing it to be porous and not non-porous as required.

**POI (Plan of Improvement)**

The Center will ensure there is a smooth, nonporous changing surface that has a guard or rails for safety in each classroom that houses children wearing diapers. Center Staff will be trained and have adequate supplies to properly clean the diaper changing surface between each diaper change.

**Correction Deadline: 1/28/2020**

**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.

**Safety**

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

**Comment**

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

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

**Comment**

Complete documentation of transportation observed.

**Comment**

The vehicle had an approved fire extinguisher and first aid kit on this date.

**Sleeping & Resting Equipment**

**Comment**

Discussed SIDS and infant sleeping position.

**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: 28****Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 07/09/2013	
Staff # 2	Met
Date of Hire: 04/02/2018	
Staff # 3	Met
Date of Hire: 11/01/2019	
Staff # 4	Met
Date of Hire: 06/28/2018	
Staff # 5	Met
Date of Hire: 02/20/2019	
Staff # 6	Met
Date of Hire: 10/27/2013	
Staff # 7	Met
Date of Hire: 08/18/2008	
Staff # 8	Met
Date of Hire: 08/14/2004	
Staff # 9	Met
Date of Hire: 08/14/2004	
Staff # 10	Met
Date of Hire: 08/14/2004	
Staff # 11	Met
Date of Hire: 02/20/2018	
Staff # 12	Met
Staff # 13	Met

Date of Hire: 05/05/2010

Staff # 14 Met

Date of Hire: 07/28/2008

Staff # 15 Met

Date of Hire: 08/06/2015

Staff # 16 Met

Date of Hire: 10/28/2018

Staff # 17 Met

Date of Hire: 07/24/2019

Staff # 18 Met

Date of Hire: 08/14/2004

Staff # 19 Met

Date of Hire: 01/08/2007

Staff # 20 Met

Date of Hire: 01/23/2009

Staff # 21 Met

Date of Hire: 06/19/2019

Staff # 22 Met

Date of Hire: 02/20/2018

Staff # 23 Met

Date of Hire: 01/02/2018

Staff # 24 Met

Date of Hire: 03/06/2018

Staff # 25 Met

Date of Hire: 02/20/2019

Staff # 26 Met

Date of Hire: 07/15/2019

Staff # 27 Met

Date of Hire: 09/09/2019

Staff # 28 Met

**Staff Credentials Reviewed: 11**

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

**Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided five files for employees hired since last visit.

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)** **Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Comment**

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