



**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:** 2/28/2019 **VisitType:** Monitoring Visit

**Arrival:** 9:20 AM

**Departure:** 12:20 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:**

<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.
02/28/2019	Monitoring Visit	Good Standing	
09/19/2018	Licensing Study	Good Standing	
03/06/2018	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		0	0	C	11	C	NA	NA	
Main	B (208)6wks-7m	Infants	2	5	C	11	C	NA	NA	Nap
Main	C(207) 7M-12m	Infants and One Year Olds	2	7	C	11	C	NA	NA	Nap
Main	D(206) 12M-18M	One Year Olds	2	8	C	17	C	NA	NA	Floor Play
Main	E(204) 12M-24M	One Year Olds	2	9	C	19	C	NA	NA	Free Play
Main	F(205) 18M-35M	Two Year Olds	1	8	C	23	C	NA	NA	Free Play
Main	G (209)18M-35 M	Two Year Olds	2	13	C	22	C	NA	NA	Free Play
Main	H (211)3yrs	Three Year Olds	2	16	C	22	C	NA	NA	Centers
Main	I (213) 3 & 4yrs	Three Year Olds and Four Year Olds	2	15	C	23	C	NA	NA	Outside
Main	J(212) 4yrs	PreK	2	20	C	18	NC	NA	NA	Centers
Main	K(214) 4yrs	PreK	2	22	C	21	NC	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: 123						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 consultant and director discussed safe sleep practices, lesson plans, and following the posted daily schedule.

Plan of Improvement: Developed This Date 02/28/2019

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.state.ga.us/CCS/Regulations.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](mailto: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](mailto:qualityrated@dec.state.ga.us)

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Yvonne Council, Program Official

Date

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Valarie Musselwhite, Consultant

Date



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### Findings Report

**Date:** 2/28/2019 **VisitType:** Monitoring Visit **Arrival:** 9:20 AM **Departure:** 12:20 PM

#### CCLC-11775

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

#### 591-1-1-.03 Activities

Met

##### Technical Assistance

591-1-1-.03(13) - Please ensure each classroom is following the posted daily schedule. Please adjust the posted schedule if needed.

**Correction Deadline: 2/28/2019**

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

Not Met

##### 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 an observation that a twin size mattress used in the reading area of Classroom D had tears that exposed foam, therefore the mattress could not be disinfected properly.

##### POI (Plan of Improvement)

The Center will ensure that equipment and furniture are covered so that foam is not exposed and can be disinfected properly.

**Correction Deadline: 2/27/2019**

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

Met

##### Comment

Pool not in use at this time and gates were locked.

Facility

#### 591-1-1-.19 License Capacity(CR)

Met

##### Comment

Licensed capacity observed to be routinely met by center.

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**591-1-1-.25 Physical Plant - Safe Environment(CR)****Met****Comment**

Center appears clean and well maintained.

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**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 an observation that the PVC piping border on Playground B had a gap that measured twelve inches.

**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: 3/15/2019**

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<b>Health and Hygiene</b>
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**591-1-1-.07 Children's Health****Technical Assistance****Technical Assistance**

591-1-1-.07(5) - Please remember pacifier clips should be removed from the child upon arrival.

**Correction Deadline: 2/28/2019**

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

Staff stated proper knowledge of diapering procedures.

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

Staff were observed to remind children to wash hands.

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

Documentation for medication dispensing observed complete.

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<b>Safety</b>
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**591-1-1-.11 Discipline(CR)****Met****Comment**

Age-appropriate discussion and redirection observed. The consultant and director discussed tone of voice when redirecting.

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**591-1-1-.36 Transportation(CR)****Technical Assistance****Correction Deadline: 10/19/2018****Corrected on 2/28/2019**

**.36(3)(a-b) - Correction of previous citation in that previously cited staff obtained the required transportation training.**

**Technical Assistance**

591-1-1-.36(7)(c)3. - Please ensure arrival and departure times are notated daily.

**Sleeping & Resting Equipment**

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

**Not Met**

**Finding**

591-1-1-.30(2) requires the Center to provide a safe sleep environment in accordance with American Academy of Pediatrics (AAP), Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials (ASTM) recommendations as listed in these rules for all infants. Center Staff shall place an infant to sleep on the infant's back in a crib unless the Center has been provided a physician's written statement authorizing another sleep position for that particular infant that includes how the infant shall be placed to sleep and a time frame that the instructions are to be followed. When an infant can easily turn over from back to front and back again, Staff shall continue to put the infant to sleep initially on the infant's back but allow the infant to roll over into his or her preferred position and not re-position the infant. Sleepers, sleep sacks and wearable blankets that fit according to the commercial manufacturer's guidelines and will not slide up around the infant's face may be used when necessary for the comfort of the sleeping infant. Swaddling shall not be used unless the Center has been provided a physician's written statement authorizing its use for a particular infant that includes instructions and a time frame for swaddling the infant. Center Staff shall not place objects or allow objects to be placed in or on the crib with an infant such as but not limited to toys, pillows, quilts, comforters, bumper pads, sheepskins, stuffed toys, or other soft items and shall not attach objects or allow objects to be attached to a crib with a sleeping infant, such as, but not limited to, crib gyms, toys, mirrors and mobiles. It was determined based on an observation that two infants in Classroom B were asleep in cribs while covered with a blanket.

**POI (Plan of Improvement)**

The Center will take all steps necessary to provide a safe sleep environment for infants as listed in these rules; will train Staff to follow these rules; and will monitor for compliance.

**Correction Deadline: 2/28/2019**

**Finding**

591-1-1-.30(2)(c) requires that infants shall not sleep in equipment other than safety-approved cribs, such as, but not limited to, a car safety seat, bouncy seat, highchair, or swing. Infants who arrive at the Center asleep or fall asleep in such equipment, on the floor or elsewhere, shall be transferred to a safety-approved crib. It was determined based on an observation that three infants in Classroom B were asleep in swings.

**POI (Plan of Improvement)**

The Center will only place infants in safe cribs to sleep and will transfer them to a safe crib when the infants are asleep in other equipment.

**Correction Deadline: 2/28/2019**

**Staff Records**

**Records Reviewed: 40**

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

Staff # 1	Met
Date of Hire: 06/28/2018	
Staff # 2	Met
Date of Hire: 05/05/2010	
Staff # 3	Met
Date of Hire: 10/27/2013	

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Staff # 4 Date of Hire: 02/20/2018	Met
Staff # 5 Date of Hire: 04/23/2018	Met
Staff # 6 Date of Hire: 01/07/2019	Met
Staff # 7 Date of Hire: 07/02/2007	Met
Staff # 8 Date of Hire: 03/06/2018	Met
Staff # 9 Date of Hire: 02/21/2005	Met
Staff # 10 Date of Hire: 08/14/2004	Met
Staff # 11 Date of Hire: 04/02/2018	Met
Staff # 12 Date of Hire: 01/23/2009	Met
Staff # 13 Date of Hire: 08/10/2015	Met
Staff # 14 Date of Hire: 09/10/2012	Met
Staff # 15 Date of Hire: 08/05/2016	Met
Staff # 16 Date of Hire: 02/01/2018	Met
Staff # 17 Date of Hire: 01/08/2007	Met
Staff # 18 Date of Hire: 07/13/2018	Met

Staff # 19 Date of Hire: 08/06/2015	Met
Staff # 20 Date of Hire: 06/02/2017	Met
Staff # 21 Date of Hire: 07/12/2018	Met
Staff # 22 Date of Hire: 02/20/2018	Met
Staff # 23 Date of Hire: 06/20/2018	Met
Staff # 24 Date of Hire: 05/22/2017	Met
Staff # 25 Date of Hire: 10/17/2011	Met
Staff # 26 Date of Hire: 08/14/2004	Met
Staff # 27 Date of Hire: 07/09/2013	Met
Staff # 28 Date of Hire: 08/14/2004	Met
Staff # 29 Date of Hire: 08/18/2008	Met
Staff # 30 Date of Hire: 08/24/2018	Met
Staff # 31 Date of Hire: 08/06/2018	Met
Staff # 32 Date of Hire: 08/14/2004	Met
Staff # 33 Date of Hire: 09/07/2018	Met



**Records Reviewed: 40**

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

Staff # 34 Date of Hire: 07/17/2018	Met
Staff # 35 Date of Hire: 09/04/2018	Met
Staff # 36 Date of Hire: 01/02/2018	Met
Staff # 37 Date of Hire: 02/21/2005	Met
Staff # 38 Date of Hire: 08/06/2018	Met
Staff # 39 Date of Hire: 07/28/2008	Met
Staff # 40 Date of Hire: 10/26/2018	Met

**Staff Credentials Reviewed: 40**

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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.

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

**Correction Deadline: 12/31/2018**

**Corrected on 2/28/2019**

**.31(2)(b)2. - Correction of previous citation in that the consultant observed all lead teachers to meet the requirements.**

<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**

Adequate supervision observed on this date.