



**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:** 1/21/2020    **VisitType:** Monitoring Visit    **Arrival:** 2:45 PM    **Departure:** 3:55 PM

**CCLC-1187**

**Community Ministries Learning Center**

1217 E. McIntosh Rd Griffin, GA 30223 Spalding County  
 (770) 467-9680 jeromengarland@hotmail.com

**Regional Consultant**

Brandi Mangino

Phone: (478) 314-9726  
 Fax: (478) 599-0169  
 brandi.mangino@decal.ga.gov

**Mailing Address**  
 PO Box 825  
 Griffin, GA 30224

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
01/21/2020	Monitoring Visit	Good Standing
09/30/2019	Licensing Study	Good Standing
06/04/2019	Monitoring Visit	Good Standing

**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.

**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	1st left		0	0	C	24	C	NA	NA	
Main	2nd Left	Six Year Olds and Over	1	1	C	23	C	NA	NA	Transitioning
Main	A		0	0	C	13	C	NA	NA	
Main	B		0	0	C	0	C	17	C	
Main	C		0	0	C	12	C	NA	NA	
Main	Pre-K A		0	0	C	28	C	39	C	
Main	Pre-K B		0	0	C	24	C	34	C	
Total Capacity @35 sq. ft.: 124						Total Capacity @25 sq. ft.: 150				
Total # Children this Date: 1			Total Capacity @35 sq. ft.: 124			Total Capacity @25 sq. ft.: 150				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Right Side Playground	166	C

**Comments**

Plan of Improvement: Developed This Date 01/21/2020

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.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)

Jerome Garland, Program Official

Date

Brandi Mangino, Consultant

Date



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### Findings Report

**Date:** 1/21/2020 **VisitType:** Monitoring Visit **Arrival:** 2:45 PM **Departure:** 3:55 PM

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

**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**

Center does not provide swimming activities.

### 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**

Please be mindful to keep items that pose a hazard inaccessible to children.

**591-1-1-.26 Playgrounds(CR)** **Technical Assistance**

**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

**Technical Assistance**

Consultant discussed fixing the bottom of the fencing on the front fencing facing the road as the bottom was observed to not be secure.

**Correction Deadline: 1/21/2020**

### Food Service

**Comment**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk  
5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk  
2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

**Technical Assistance**

Consultant discussed that USDA guidelines need to be met for afterschool snacks.

**Correction Deadline: 1/21/2020**

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<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)****Technical Assistance****Comment**

No children enrolled who require diapering. School age children attend only for after school hours for the current time.

**Technical Assistance**

Consultant discussed the diapering pad in the 1st left room is a pours pad and a non pours pad should only be used when diapering children are enrolled.

**Correction Deadline: 1/21/2020**

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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**

The Provider currently does not dispense/administer medication.

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<b>Policies and Procedures</b>
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**591-1-1-.21 Operational Policies & Procedures****Not Met****Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on a review of records that the center has no evidence tornado, or lockdown drill since opening in August.

**POI (Plan of Improvement)**

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

**Correction Deadline: 1/31/2020**

**Recited on 1/21/2020**

## Safety

### 591-1-1-.11 Discipline(CR)

Met

#### Comment

Age-appropriate discussion and/or redirection observed.

### 591-1-1-.36 Transportation(CR)

Not Met

#### Technical Assistance

Consultant discussed ensuring the flooring of the van is secure between the front seats and the first row.

**Correction Deadline: 1/26/2020**

#### Finding

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on a review of records the second check did not have transportation training.

#### POI (Plan of Improvement)

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

**Correction Deadline: 1/31/2020**

**Correction Deadline: 10/5/2019**

**Corrected on 1/21/2020**

**.36(4)(a) - Citation observed to be corrected**

**Correction Deadline: 10/1/2019**

**Corrected on 1/21/2020**

**.36(4)(f)1. - Citation observed to be corrected.**

## Sleeping & Resting Equipment

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

Met

#### Comment

Sleeping/Naps are not required for this program. School age children attend only for after school hours for the current time. The center potentially will be going back to a full day program and rules were discussed.

## Staff Records

**Records Reviewed: 2**

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

Staff # 1

Met

Date of Hire: 06/10/2013

Staff # 2

Met

**Staff Credentials Reviewed: 2**

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

**Comment**

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

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

**Comment**

Please replace/add missing/expired item(s) in first aid kit(s).

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**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.

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**Staffing and Supervision**

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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.