



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: 9/29/2020 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 11:15 AM

CCLC-146

The Sunshine House #63

460 Winn Way Decatur, GA 30030 DeKalb County
 (404) 501-5659 center63@sshhouse.com

Regional Consultant

Verlyn Gant

Phone: (404) 591-6059

Fax: (404) 591-6060

verlyn.gant@dec.al.ga.gov

Mailing Address

Same

Quality Rated: ★

Compliance Zone Designation		
09/29/2020	Licensing Study	Good Standing
12/23/2019	Licensing Study	Good Standing
04/09/2019	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	A-1st right	Infants	1	5	C	24	C	NA	NA	Floor Play
Main	B- 2 nd right	PreK	2	13	C	25	C	NA	NA	Free Play
Main	C-3rd right	PreK	2	11	C	21	C	NA	NA	Free Play
Main	D1-front	Three Year Olds	1	3	C	22	C	NA	NA	Free Play
Main	D2-back		0	0	C	16	C	NA	NA	
Main	E1-front	One Year Olds	1	5	C	16	C	NA	NA	Clean Up
Main	E2-back	Two Year Olds	1	5	C	15	C	NA	NA	Free Play
Main	F-1st Left		0	0	C	21	C	NA	NA	
Total Capacity @35 sq. ft.: 160						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 42			Total Capacity @35 sq. ft.: 160			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Left - preschool	65	C
Main	Right - infants	65	C

Comments

An Administrative Review was conducted on September 29,2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on September 29, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on August 15, 2020 was reviewed during the virtual inspection. The infant feeding plan was discussed with the Director during the virtual visits, in preparation for rule changes effective October 01, 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.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.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

Qiana Suggs, Program Official

Date

Verlyn Gant, 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

Met

Comment

The Center was observed to offer opportunities for each child to make choices in a variety of activities.

Correction Deadline: 9/29/2020

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

Technical Assistance

Correction Deadline: 1/6/2020

Corrected on 9/29/2020

.12(2) - Previous citation was observed to be corrected during this visit, in that the dramatic play shelving had been secured to the wall and there were no pointy protruding nails observed accessible to the children in the E1 front classroom.

Technical Assistance

591-1-1-.12(4) - Please ensure that chairs are not stacked in the infant and 1 - year old classrooms while children are active and awake.

Correction Deadline: 9/29/2020

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

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 2

Child # 1

Not Met

"Missing/Incomplete Components"

.08(1)-Emergency Contact information Missing

Records Reviewed: 5

Records with Missing/Incomplete Components: 2

Child # 2	Met
Child # 3	Met
Child # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Emergency Contact information Missing	
Child # 5	Met

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

Technical Assistance

Technical Assistance

591-1-1-.08(1) - Five children's records were reviewed on this day. Two out of the five children's enrolment forms were incomplete, in that they did not have telephone numbers for all emergency contacts listed. Ensure that the telephone numbers of emergency contacts are listed on the children's enrolment forms.

Correction Deadline: 9/29/2020

Facility

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

Met

Comment

Licensed capacity observed to be routinely met by Center. The program was in compliance with the Executive Order issued on August 15, 2020.

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

Met

Correction Deadline: 12/23/2019

Corrected on 9/29/2020

.25(13) - Previous citation was observed to be corrected during this visit, in that bottles of bleach and floor cleaner were stored so they were inaccessible to children in the D1 front classroom.

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

Met

Comment

Playground was not fully observed on this date due to inclement weather.

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

Hand washing and sanitizing requirements for diapering were discussed with the Director on this date. Proper diapering procedures were also observed.

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

Comment

Hand washing and sanitizing requirements were discussed with the Director on this date. Staff were also observed to assist children with hand washing.

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

Program observed complete emergency drills

Safety

591-1-1-.05 Animals **Met**

Comment

Center does not keep animals on premises.

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

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director on this date. Staff were observed to maintain a positive learning environment on this date.

591-1-1-.36 Transportation(CR) **N/A**

Comment

Center does not provide transportation.

Sleeping & Resting Equipment

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

Comment

Discussed SIDS and infant sleeping position.

Staff Records

Records Reviewed: 12

Records with Missing/Incomplete Components: 1

Staff # 1	Met
Staff # 2	Not Met
Date of Hire: 08/02/2016	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Dissatisfied	
Staff # 3	Met

Records Reviewed: 12

Records with Missing/Incomplete Components: 1

Staff # 4	Met
Staff # 5 Date of Hire: 08/04/2017	Met
Staff # 6	Met
Staff # 7 Date of Hire: 08/14/2018	Met
Staff # 8	Met
Staff # 9	Met
Staff # 10 Date of Hire: 11/15/2019	Met
Staff # 11 Date of Hire: 11/18/2019	Met
Staff # 12	Met

Staff Credentials Reviewed: 5

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

Technical Assistance

Technical Assistance

591-1-1-.09(1)(c) - requires the Center to maintain valid evidence of a satisfactory Comprehensive Records Check Determination at the Child Care Learning Center for the Director and each Employee (including Students-in-Training, Volunteers, independent contractors and residents age 17 and older) for the duration of employment or residency plus one year, and such paper or electronic evidence must be made immediately available to the Department upon request. Please ensure that all staff members have a copy of the satisfactory Comprehensive Record Check Determination on file at the Center. Staff # 2 did not have a copy of the satisfactory Comprehensive Record Check Determination on file. Staff # 2 was not on the premises on the day that the virtual visit was conducted.

Correction Deadline: 9/29/2020

591-1-1-.33 Staff Training

Met

Comment

Documentation observed of required staff training.

Correction Deadline: 1/22/2020

Corrected on 9/29/2020

.33(5) - Previous citation was observed to be corrected during this visit, in that a review of the staff training documentation was observed, and all staff have completed the required ten clock hours of training for the calendar year 2019.

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

Met

Comment

Staff observed to be compliant with applicable laws and regulations. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on August 15, 2020. In addition, please ensure that a copy of the Director's transcripts is provided.

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

Adequate supervision observed on this date.