



**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:** 5/1/2018    **VisitType:** Monitoring Visit    **Arrival:** 2:50 PM    **Departure:** 5:30 PM

**CCLC-146**

**The Sunshine House #63**

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

**Regional Consultant**

Chrische Walker

Phone: (770) 359-5166  
Fax: (678) 891-5618  
chrische.walker@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.
05/01/2018	Monitoring Visit	Good Standing	
11/01/2017	Complaint Investigation Follow Up	Good Standing	
11/01/2017	Complaint Closure	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-1st right	Infants and One Year Olds	2	11	C	24	C	NA	NA	Feeding,Free Play
Main	B- 2 nd right	PreK	2	11	C	25	C	NA	NA	Transitioning,Story
Main	C-3rd right	PreK	3	13	C	21	C	NA	NA	Transitioning,Circle Time
Main	D1-front	One Year Olds	2	10	C	22	C	NA	NA	Outside
Main	D2-back	Two Year Olds	2	11	C	16	C	NA	NA	Centers,Diapering
Main	E1-front	Three Year Olds	1	5	C	16	C	NA	NA	Music,Free Play
Main	E2-back	Three Year Olds and Four Year Olds	2	10	C	15	C	NA	NA	Transitioning,Outside
Main	F-1st Left	Infants and One Year Olds	1	4	C	21	C	NA	NA	Snack,Floor Play
Total Capacity @35 sq. ft.: 160						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 75			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**

The purpose for today's visit was to conduct a Monitoring Visit and to follow up from the previous visit on November 1, 2017.

Plan of Improvement: Developed This Date 05/01/2018

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).



**Reminder:** All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit [www.decalkoala.com](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.

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](mailto: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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

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](mailto:qualityrated@dec.al.ga.gov)

\_\_\_\_\_  
Pamela Hawkins, Program Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chrische Walker, Consultant

\_\_\_\_\_  
Date



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### Findings Report

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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)** **N/A**

**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**

No hazards observed accessible to children on this date.

**Correction Deadline: 11/2/2017**

**Corrected on 5/1/2018**

**.25(3) - The previous citation has been corrected on this date. The consultant observed Pre-K 1 and Pre-K 2 classrooms floors to be free from debris. The consultant observed the staff member mop floor after the Pre-K children transitioned to the other Pre-K room. The consultant also observed multiple floor carpets to be vacuummed and free from debris.**

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

**Comment**

Playground observed to be clean and in good repair.

**Technical Assistance**

591-1-1-.26(9) - Please monitor the maroon mat underneath the red swing wheel for a potential tripping hazard on the left preschool playground. Also, please monitor the maroon mat near the yellow slide for a potential tripping hazard near the green swing set on the left preschool playground.

**Correction Deadline: 5/1/2018**

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

Proper diapering procedures observed. The staff also stated proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center. The staff also stated hand washing procedures.

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

Documentation for medication dispensing observed complete. The director stated that there is no current medication on site as of this date.

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

Age-appropriate discussion and/or redirection observed.

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

Center does not provide routine transportation.

<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**
**Met****Comment**

Discussed SIDS and infant sleeping position.

**Technical Assistance**

591-1-1-.30(1)(b)1 - Please monitor mats in classrooms B, C, D, and E for wear and tear.

**Correction Deadline: 5/1/2018**

<b>Staff Records</b>
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**Records Reviewed: 21**
**Records with Missing/Incomplete Components: 1**

Staff # 1

Met

Date of Hire: 03/12/2018

Staff # 2

Met

Staff # 3

Met

Date of Hire: 08/01/2016

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Staff # 4 Date of Hire: 04/30/1995	Met
Staff # 5 Date of Hire: 01/29/2018	Met
Staff # 6 Date of Hire: 08/08/2016	Met
Staff # 7 Date of Hire: 10/17/2016	Met
Staff # 8 Date of Hire: 07/10/2017	Met
Staff # 9 Date of Hire: 03/12/2009	Met
Staff # 10 Date of Hire: 03/25/2002	Met
Staff # 11 Date of Hire: 08/01/2016	Met
Staff # 12 Date of Hire: 05/20/2016	Met
Staff # 13 Date of Hire: 06/15/1998	Met
Staff # 14 Date of Hire: 08/01/2016	Met
Staff # 15	Met
Staff # 16 Date of Hire: 08/01/2016	Met
Staff # 17 Date of Hire: 03/12/2018	Met
Staff # 18 Date of Hire: 11/08/2017	Not Met

"Missing/Incomplete Components"

.33(3)-Health &amp; Safety Certificate

**Records Reviewed: 21**

**Records with Missing/Incomplete Components: 1**

Staff # 19 Date of Hire: 05/19/2017	Met
Staff # 20 Date of Hire: 05/04/1998	Met
Staff # 21 Date of Hire: 10/10/2017	Met

**Staff Credentials Reviewed: 21**

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**591-1-1-.09 Criminal Records Check(CR)** **Met**

**Comment**

Director provided three files for employees hired since last visit. The consultant also discussed portability requirements for two new hires with the director.

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**591-1-1-.33 Staff Training** **Not Met**

**Finding**

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on a review of records that one employee hired on November 8, 2017, did not complete the health and safety training within the first 90 days of employment.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

**Correction Deadline: 5/31/2018**

**Defer**

591-1-1-.33(6)- The consultant will review all staff members required annual clock hours for the 2017 calendar year at the next regulatory visit.

**POI (Plan of Improvement)**

Previously Cited: Staff will complete training.

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

**Correction Deadline: 12/31/2017**

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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.

**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**

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