



**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: 1/9/2019 **VisitType:** Licensing Study **Arrival:** 10:10 AM **Departure:** 2:30 PM

CCLC-148

The Sunshine House #67

1720 Montreal Circle Tucker, GA 30084 DeKalb County
(770) 938-0311 center67@sshouse.com

Regional Consultant

Chrische Walker

Phone: (770) 359-5166

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chrische.walker@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

Compliance Zone Designation			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.
01/09/2019	Licensing Study	Good Standing	
08/30/2018	Monitoring Visit	Good Standing	
03/27/2018	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 (first right) infants/ones	Infants and One Year Olds	2	9	C	30	C	NA	NA	Story,Centers,Diapering
Main	B(2nd right) one/twos	One Year Olds and Two Year Olds	1	5	C	17	C	NA	NA	Centers
Main	C(3rd right) twos/threes	Two Year Olds	1	9	C	22	C	NA	NA	Outside,Transitioning
Main	D(middle) twos/threes	Two Year Olds and Three Year Olds	2	12	C	21	C	NA	NA	Outside,Transitioning
Main	E(1st left) threes/fours	Three Year Olds and Four Year Olds	1	10	C	22	C	NA	NA	Art,Centers
Main	F (pre-k)	PreK	2	20	C	24	C	NA	NA	Music
Main	G(pre-k)	PreK	2	19	C	27	C	NA	NA	Outside,Transitioning
Total Capacity @35 sq. ft.: 163						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 84			Total Capacity @35 sq. ft.: 163			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

The purpose of today's visit was to conduct a Licensing Study and to follow up from the previous visit on August 30, 2018. The consultant left a Fire Drill and Emergency Dril resource form on this date.

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.

- 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

Regina Gamble, Program Official

Date

Chrische Walker, 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**

Great January lesson plans in all of the classrooms.

Correction Deadline: 1/9/2019

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.

Children's Records

Records Reviewed: 5**Records with Missing/Incomplete Components: 0**

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

Comment

Records were observed to be complete and well organized. Great job!

Facility

591-1-1-.06 Bathrooms **Met**

Comment

Please secure cleaning tools out of reach of children in Room D (middle) in the bathroom next to the back outside door.

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.

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

Comment

Discussed maintenance of resilient surface surrounding the yellow slides on the larger left side Pre-K playground. Please fluff and redistribute.

Food Service

591-1-1-.15 Food Service & Nutrition **Met**

Comment

Please ensure that infant feeding forms are updated regularly and are filed in their personal files.

591-1-1-.18 Kitchen Operations **Met**

Comment

Kitchen appears clean and well organized. Great job!

Health and Hygiene

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

Comment

Proper diapering procedures observed in Room A.

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

Comment

Proper hand washing observed throughout the center.

591-1-1-.20 Medications(CR) **N/A**

Comment

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Met****Comment**

Great job on conducting fire drills and other emergency drills. Please continue to conduct fire drills and emergency drills for the 2019 calendar year.

Correction Deadline: 1/14/2019

591-1-1-.27 Posted Notices**Met****Comment**

Observed all required posted notices.

591-1-1-.29 Required Reporting**Met****Comment**

Discussed reporting requirements.

Safety

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

Animals maintained clean and appropriately caged in the Pre-K II Room G.

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

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

591-1-1-.13 Field Trips(CR)**N/A****Comment**

Center does not participate in field trips at this time.

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

Center does not provide routine transportation.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**Met****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: 15**Records with Missing/Incomplete Components: 2**

Staff # 1

Met

Date of Hire: 01/09/2019

Staff # 2

Met

Date of Hire: 01/29/2001

Staff # 3

Met

Date of Hire: 07/05/2005

Records Reviewed: 15**Records with Missing/Incomplete Components: 2**

Staff # 4 Date of Hire: 07/21/1995	Met
Staff # 5 Date of Hire: 08/03/2015	Met
Staff # 6 Date of Hire: 01/12/2015	Met
Staff # 7 Date of Hire: 07/07/1997 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing	Not Met
Staff # 8 Date of Hire: 12/11/1992	Met
Staff # 9 Date of Hire: 08/04/2014	Met
Staff # 10 Date of Hire: 04/02/2014	Met
Staff # 11 Date of Hire: 06/09/1997	Met
Staff # 12 Date of Hire: 04/05/1999	Met
Staff # 13 Date of Hire: 09/19/1994 <u>"Missing/Incomplete Components"</u> .31(2)(b)2.-Staff Qualifications-Education Missing	Not Met
Staff # 14 Date of Hire: 12/01/1995	Met
Staff # 15 Date of Hire: 06/01/2016	Met

Staff Credentials Reviewed: 15

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

Comment

Director provided one file for employee hired since last visit. The consultant discussed with the director to monitor upcoming determination letter expiration dates.

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

Not Met

Comment

Please be mindful of training expiration dates.

Finding

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records that one staff member hired on July 7, 1997, did not have current evidence of first aid and CPR certification.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date. The director stated that staff members will be completing the First Aid and CPR course on January 24, 2019.

Correction Deadline: 2/8/2019

591-1-1-.33 Staff Training

Met

Comment

Documentation observed of required staff training for the 2018 calendar year. Great job!

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

Not Met

Finding

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on a review of records that one lead teacher hired on September 19, 1994, did not meet the minimum academic requirement as a lead teacher.

POI (Plan of Improvement)

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience. The director has a plan of action for the lead teacher.

Correction Deadline: 6/30/2019

Recited on 1/9/2019

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

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