



**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:** 3/20/2019    **VisitType:** Licensing Study    **Arrival:** 9:15 AM    **Departure:** 2:00 PM

**CCLC-154**

**The Sunshine House #76**

2840 Sugarloaf Pkwy Lawrenceville, GA 30045 Gwinnett County  
 (770) 513-1000 center76@sshouse.com

**Regional Consultant**

Dianne Clarke

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dianne.clarke@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.
03/20/2019	Licensing Study	Good Standing	
11/07/2018	Monitoring Visit	Good Standing	
03/12/2018	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	Two Year Olds	1	7	C	13	C	NA	NA	Free Play, Diapering	
Main	B	Infants and One Year Olds	2	4	C	12	C	NA	NA	Floor Play, Nap	
Main	C	Three Year Olds	1	14	C	16	C	NA	NA	Centers	
Main	D	Three Year Olds and Four Year Olds	2	15	C	21	C	NA	NA	Centers	
Main	E	PreK	2	17	C	31	C	NA	NA	Centers	
Main	F	PreK	2	19	C	31	C	NA	NA	Centers	
Main	G	PreK	2	18	C	24	C	NA	NA	Transitioning	
Total Capacity @35 sq. ft.:			148			Total Capacity @25 sq. ft.:			0		
Total # Children this Date:			94			Total Capacity @35 sq. ft.:			148		
						Total Capacity @25 sq. ft.:			0		

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	41	C
Main	B	56	C

**Comments**

Plan of Improvement: Developed This Date 03/20/2019

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.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.

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#### 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.ga.gov](mailto:CCSRefutations@dec.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.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.

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

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Amanda Lanoue, Program Official

Date

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Dianne Clarke, Consultant

Date



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### Findings Report

**Date:** 3/20/2019    **VisitType:** Licensing Study    **Arrival:** 9:15 AM    **Departure:** 2:00 PM

#### CCLC-154

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The following information is associated with a Licensing Study:

### 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)** **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 observation that the swing chain links on the B playground was observed to be rusting and the coating was chipping.

#### 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. They will make the swing inaccessible until the links are repaired or replaced.

**Correction Deadline: 3/30/2019**

**Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that the siding on the building on Playground A was observed to be chipping and accessible.

**POI (Plan of Improvement)**

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

**Correction Deadline: 4/1/2019**

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

**Comment**

Proper diapering procedures observed.

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

**Comment**

Proper hand washing observed throughout the center.

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

**Comment**

The director stated that no medication was dispensed since the last visit.

<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)** **Not Met**

**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 that the director and assistant director did not have current evidence of transportation training completed.

**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: 3/30/2019**

**Finding**

591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on a review of records that two of five children did not have the physician's information completed and were being transported.

**POI (Plan of Improvement)**

The Center will obtain a complete emergency medical information record for each child that is transported and maintain a copy on the vehicle.

**Correction Deadline: 3/21/2019**

**Sleeping & Resting Equipment**

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

**Not Met**

**Finding**

591-1-1-.30(1)(b) requires that cots and mats are provided for each child who is two (2) years of age or older and who is required to take a nap. and for each child under the age of two (2) years who can climb out of a crib. It was determined based on observation that mats were observed to be torn in the A and C classrooms.

**POI (Plan of Improvement)**

The center will ensure that cots and mats are provided for each child who is two (2) years of age or older and who is required to take a nap. and for each child under the age of two years who can climb out of a crib. The director stated that they will tape the mats until they are able to replace them.

**Correction Deadline: 3/30/2019**

**Staff Records**

**Records Reviewed: 16**

**Records with Missing/Incomplete Components: 4**

Staff # 1 Not Met

Date of Hire: 01/30/2012

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training,.36(3)(a-b)-2 hrs. Transportation Training missing

Staff # 2 Met

Date of Hire: 07/30/2018

Staff # 3 Met

Date of Hire: 12/04/2017

Staff # 4 Met

Date of Hire: 09/10/2018

Staff # 5 Met

Date of Hire: 07/24/2017

Staff # 6 Met

Date of Hire: 07/25/2017

Staff # 7 Not Met

Date of Hire: 08/27/2018

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

**Records Reviewed: 16****Records with Missing/Incomplete Components: 4**

Staff # 8 Date of Hire: 08/14/2018	Met
Staff # 9 Date of Hire: 04/18/2016	Met
Staff # 10 Date of Hire: 01/10/2019	Met
Staff # 11 Date of Hire: 10/14/2016 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training	Not Met
Staff # 12 Date of Hire: 09/05/2018	Met
Staff # 13 Date of Hire: 08/02/2018	Met
Staff # 14 Date of Hire: 06/08/2017	Met
Staff # 15 Date of Hire: 07/25/2014 <u>"Missing/Incomplete Components"</u> .36(3)(a-b)-2 hrs. Transportation Training missing	Not Met
Staff # 16 Date of Hire: 02/13/2017	Met

**Staff Credentials Reviewed: 16****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Technical Assistance****Comment**

Director provided one file for employees hired since last visit.

**Technical Assistance**

591-1-1-.09(1)(j) - Please ensure that all staff are ported electronically to the center or their letter will not be accepted.

**Correction Deadline: 3/20/2019****591-1-1-.33 Staff Training****Not Met**

**Finding**

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on a review of records that the director and one staff did not have the ten hours of annual training completed for 2018.

**POI (Plan of Improvement)**

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: 4/19/2019**

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**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 observation that two staff did not have evidence of credential.

**POI (Plan of Improvement)**

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience.

**Correction Deadline: 6/30/2019**

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<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.