



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: 9/25/2017 **VisitType:** Complaint Investigation Follow Up **Arrival:** 12:00 PM **Departure:** 3:00 PM

CCLC-155

The Sunshine House #77

1494 Pleasant Hill Rd Duluth, GA 30096 Gwinnett County
 (770) 279-9888 center77@sshouse.com

Regional Consultant

Tamra Thomas

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tamra.thomas@dec.al.ga.gov

Mailing Address

Same

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.
09/25/2017	Complaint Investigation Follow Up	Good Standing	
09/06/2017	Complaint Closure	Good Standing	
09/05/2017	Complaint Investigation & Monitoring Visit	Support	

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 Far Left ones/twos		0	0	C	12	C	NA	NA	Feeding, Nap
Main	1st Left- three/four	Three Year Olds	1	10	C	13	C	NA	NA	Nap
Main	1st Right-Pre K 4	PreK	2	14	C	25	C	NA	NA	Transitioning, Nap
Main	2L -infants/toddlers	Infants and One Year Olds	1	6	C	15	C	NA	NA	Nap, Feeding
Main	2R-PreK #2/School Age	PreK	2	21	C	31	C	NA	NA	Nap
Main	3L-PreK #3	PreK	2	16	C	20	C	NA	NA	Transitioning
Main	4th Left- Prek #1/School Age	PreK	2	21	C	31	C	NA	NA	Nap
Total Capacity @35 sq. ft.:						147	Total Capacity @25 sq. ft.:		0	
Total # Children this Date: 88			Total Capacity @35 sq. ft.:			147	Total Capacity @25 sq. ft.:		0	

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	16	C
Main	B	132	C

Comments

Plan of Improvement: No Plan Developed

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. You are encouraged not to wait and to complete the process as soon as possible.



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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.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.

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)

Roslyn Taylor, Program Official

Date

Tamra Thomas, Consultant

Date



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Findings Report

Date: 9/25/2017 **VisitType:** Complaint Investigation Follow Up **Arrival:** 12:00 PM **Departure:** 3:00 PM

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The following information is associated with a Complaint Investigation Follow Up:

Activities and Equipment

591-1-1-.03 Activities**Met**

Correction Deadline: 9/5/2017

Corrected on 9/25/2017

Correction of previous citation. Provider had Lesson Plan available for all classrooms on this date.

Children's Records

Records Reviewed: 4**Records with Missing/Incomplete Components: 0**

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

591-1-1-.08 Children's Records**Not Met**

Correction Deadline: 9/6/2017

Corrected on 9/25/2017

Correction of previous citation. The consultant reviewed four of four children files to be complete on this date.

Finding

591-1-1-.08(6) requires the Center to maintain records of a child's daily arrival and departure for the twelve (12) preceding months that the Parent or person(s) authorized by the Parent documents, in written or electronic format, each time the Parent or authorized person drops off and picks up the child. The documentation shall include at least the date, the child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person at the time of arrival and departure. These records shall be made available to the Department in printed or written form upon request. It was determined based on review of records classroom 1st left had five of ten children signed in, 1st Right had eleven of fourteen signed in, and 2R-PreK had nineteen of twenty-one signed in on this date.

POI (Plan of Improvement)

The Center will maintain arrival and departure records as required, will ensure the documentation includes all of the required information, and will provide the records to the Department when requested. The Director is in the process of typing sign-in rosters to post and ensure all children are signed in and out daily.

Correction Deadline: 9/26/2017

Recited on 9/25/2017

Facility

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

Met

Correction Deadline: 9/5/2017

Corrected on 9/25/2017

Correction on previous visit. Provider had electrical outlets covered, and the electrical outlets in use inaccessible on this date.

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

Not Met

Finding

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on observation the fence around Playground B air conditioner has exposed sharp prongs posing hazard.

POI (Plan of Improvement)

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

Correction Deadline: 9/26/2017

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 Playground B had pine cones, and exposed tree roots that posed a tripping hazard.

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: 9/29/2017

Recited on 9/25/2017

Health and Hygiene

Correction Deadline: 9/5/2017

Corrected on 9/25/2017

Correction of previous citation. Staff stated proper times throughout the day that children wash hands.

Sleeping & Resting Equipment

Correction Deadline: 9/5/2017

Corrected on 9/25/2017

Correction of previous citation. Provider is using a number and name system to label the cots and mats.

Staff Records

Records Reviewed: 12

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 07/31/2017	
Staff # 2	Met
Date of Hire: 04/07/2017	
Staff # 3	Met
Date of Hire: 05/05/1989	
Staff # 4	Met
Date of Hire: 04/22/2016	
Staff # 5	Met
Date of Hire: 05/05/1999	
Staff # 6	Met
Date of Hire: 08/07/2017	
Staff # 7	Met
Date of Hire: 07/05/2017	
Staff # 8	Met
Date of Hire: 07/28/2015	
Staff # 9	Met
Date of Hire: 08/03/2009	
Staff # 10	Met
Date of Hire: 08/07/2006	

Records Reviewed: 12

Records with Missing/Incomplete Components: 0

Staff # 11

Met

Date of Hire: 05/05/2017

Staff # 12

Met

Date of Hire: 10/20/2015

Staff Credentials Reviewed: 12

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

Met

Correction Deadline: 9/5/2017

Corrected on 9/25/2017

Correction of previous citation. The provider has background checks on file for all staff on this date.

591-1-1-.33 Staff Training

Met

Correction Deadline: 2/24/2017

Corrected on 9/25/2017

Correction of previous visit. Provider provided proof of training for two staff required at this time. Staff will complete 2017 annual training by December 2017.

Correction Deadline: 2/24/2017

Corrected on 9/25/2017

Correction of previous citation. Provider had proof of required trainings at this time. Staff will obtain required 2017 no later than December 2017. n

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 2R Pre-K #2 and 4th left Pre-K does not have a Lead Teacher with the required academic credentials.

POI (Plan of Improvement)

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

Correction Deadline: 9/29/2017

Recited on 9/25/2017

Correction Deadline: 9/5/2017

Corrected on 9/25/2017

Correction of previous citation. Provider had proof of required Lead Teacher credential on this date.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Met

Correction Deadline: 9/5/2017

Corrected on 9/25/2017

Correction of previous citation. The provider had substitutes assigned to classrooms without permanent Lead Teachers on this date.

Correction Deadline: 9/6/2017

Corrected on 9/25/2017

Correction of previous citation. The provider classrooms met the required DECAL staff/student ratios on this date.