



**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:** 1/26/2021 **VisitType:** Licensing Study **Arrival:** 12:30 PM **Departure:** 2:00 PM

**CCLC-157**

**The Sunshine House #8**

330 N. Belair Road Evans, GA 30809 Columbia County  
 (706) 860-8507 center08@sshhouse.com

**Regional Consultant**

Melyn Smith

Phone: (706) 855-3455

Fax: (706) 434-7640

melyn.smith@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.
01/26/2021	Licensing Study	Good Standing	
07/16/2020	Monitoring Visit	Good Standing	
01/27/2020	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	1st Right Rear		0	0	C	7	C	NA	NA	
Main	1st Left Rear		0	0	C	32	C	NA	NA	
Main	2nd Left Rear	One Year Olds	1	7	C	21	C	NA	NA	Centers
Main	2nd Right Rear	One Year Olds	1	6	C	19	C	NA	NA	Feeding, Floor Play
Main	3rd Left Rear	Three Year Olds and Four Year Olds	3	24	C	34	C	NA	NA	Centers
Main	Front Left		0	0	C	30	C	NA	NA	
Main	Front Right	PreK	20	19	C	31	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 174			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 56			Total Capacity @35 sq. ft.: 174							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG- Back Right Playground	126	C
Main	PG- Front Playground	105	C
Main	PG- Infant Playground	10	C
Main	PG- Left Playground	84	C

**Comments**

An Administrative Review was conducted on January 26, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on February 3, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on January 29, 2021 was reviewed during the virtual inspection.

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](mailto: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://www.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](mailto:qualityrated@dec.state.ga.us)

---

Yvette Dennis, Program Official

Date

---

Melyn Smith, Consultant

Date



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

### Findings Report

**Date:** 1/26/2021 **VisitType:** Licensing Study

**Arrival:** 12:30 PM

**Departure:** 2:00 PM

#### CCLC-157

#### The Sunshine House #8

330 N. Belair Road Evans, GA 30809 Columbia County  
(706) 860-8507 center08@sshhouse.com

**Mailing Address**  
Same

#### Regional Consultant

Melyn Smith

Phone: (706) 855-3455  
Fax: (706) 434-7640  
melyn.smith@dec.al.ga.gov

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. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on this date.

#### 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: 1**

Child # 1 Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Address Missing,.08(1)(a)-Work Number Missing

Child # 2 Met

Child # 3 Met

Child # 4 Met

Child # 5 Met

**Technical Assistance**

591-1-1-.08(1) - The consultant discussed with the director to ensure children's files contained all required information, as one of five children's files was lacking the addresses and phone numbers for the parents' employers on this date.

**Correction Deadline: 1/26/2021**

**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. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on this date.

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

Playground observed to be clean and in good repair.

**Food Service****591-1-1-.15 Food Service & Nutrition****Technical Assistance****Comment**

Center menu meets USDA guidelines.

**Technical Assistance**

591-1-1-.15(2) - Please ensure the new updated infant feeding form is used. Discussed revision to the written feeding plans for children under the age of 1 years old. Age-appropriate solid foods (including cereal) shall not be given to infants or children less than one (1) year of age until recommended as developmentally appropriate by the child's primary care physician and indicated in writing by the Parent(s). As soon as the feeding plan indicates that a child is ready for solid foods, the child shall be fed from individual spoons and individual containers or dishes. A child shall not be fed directly from the original baby food container if the contents are to be fed to the child at more than one (1) meal or to more than one (1) child.

**Correction Deadline: 1/26/2021**

**Technical Assistance**

591-1-1-.15(2)(g) - Discussed new revision to restricted food rule which states: Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

**Correction Deadline: 1/26/2021**

**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.

---

<b>591-1-1-.17 Hygiene(CR)</b>	<b>Met</b>
--------------------------------	------------

**Comment**

Hand washing requirements were discussed with the Director on this date.

---

<b>591-1-1-.20 Medications(CR)</b>	<b>N/A</b>
------------------------------------	------------

**Comment**

The Provider currently does not dispense/administer medication.

<b>Safety</b>
---------------

---

<b>591-1-1-.05 Animals</b>	<b>Met</b>
----------------------------	------------

**Comment**

Animals maintained clean and appropriately caged.

---

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

**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.

---

<b>591-1-1-.13 Field Trips(CR)</b>	<b>N/A</b>
------------------------------------	------------

**Comment**

Center does not participate in field trips at this time.

---

<b>591-1-1-.36 Transportation(CR)</b>	<b>Not Met</b>
---------------------------------------	----------------

**Comment**

Complete documentation of transportation observed.

**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 review of records, that staff #20, identified as participating in transportation, was lacking current completion of the two hour transportation training, which was required to be completed every two years.

**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: 2/5/2021**

<b>Sleeping &amp; Resting Equipment</b>
---

---

<b>591-1-1-.30 Safe Sleeping and Resting Requirements(CR)</b>	<b>Met</b>
---	------------

**Comment**

Pleasant naptime environment observed.

<b>Staff Records</b>
----------------------

---

**Records Reviewed: 21**

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

Staff # 1

Met

Date of Hire: 11/15/2019

Staff # 2 Met

Date of Hire: 12/22/2020

Staff # 3 Met

Date of Hire: 07/26/2016

Staff # 4 Met

Date of Hire: 06/26/2020

Staff # 5 Met

Date of Hire: 08/20/2012

Staff # 6 Met

Date of Hire: 01/07/2021

Staff # 7 Met

Date of Hire: 09/10/2018

Staff # 8 Met

Date of Hire: 03/01/2017

Staff # 9 Met

Date of Hire: 08/02/2010

Staff # 10 Met

Date of Hire: 08/11/2015

Staff # 11 Met

Date of Hire: 05/15/2020

Staff # 12 Met

Date of Hire: 11/09/2020

Staff # 13 Met

Date of Hire: 01/30/2018

Staff # 14 Met

Date of Hire: 07/31/2019

Staff # 15 Met

Date of Hire: 03/13/2012

Staff # 16 Met

Date of Hire: 12/02/2020

Staff # 17	Met
Date of Hire: 08/24/1997	
Staff # 18	Met
Date of Hire: 05/30/2017	
Staff # 19	Not Met
Date of Hire: 09/21/2020	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 20	Not Met
Date of Hire: 04/25/2016	
<u>"Missing/Incomplete Components"</u>	
.36(3)(a-b)-2 hrs. Transportation Training missing	
Staff # 21	Met
Date of Hire: 01/20/2021	

**Staff Credentials Reviewed: 10**

<b>591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)</b>	<b>Not Met</b>
---	----------------

**Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined, based on review of records, that Staff #19, hired September 22, 2020, was lacking evidence of submitting both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site, as required. A comprehensive satisfactory criminal records check determination letter was observed on file, dated September 9, 2016, which was more than a year before the date of hire.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will ensure the CRC rules are maintained.

**Correction Deadline: 1/27/2021****Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined, based on review of records, that Staff #19, hired September 22, 2020, was lacking a valid and current satisfactory comprehensive records check determination prior to being present at the center caring for children. A comprehensive satisfactory criminal records check determination letter was observed on file, dated September 9, 2016, which was more than a year before the date of hire.



**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will ensure the CRC rules are maintained.

**Correction Deadline: 1/27/2021**

---

**591-1-1-.33 Staff Training** **Met**

**Comment**

Documentation observed of required staff training.

---

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

**Comment**

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 January 29, 2021.

<b>Staffing and Supervision</b>
---------------------------------

---

**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)** **Technical Assistance**

**Comment**

Adequate supervision observed on this date during the virtual walk through.

**Technical Assistance**

591-1-1-.32(7) - Discussed new revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.

**Correction Deadline: 1/26/2021**