



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: 2/12/2020 **VisitType:** Licensing Study **Arrival:** 9:20 AM **Departure:** 4:10 PM

CCLC-158

The Sunshine House #80

3238 Brushy Drive Loganville, GA 30052 Gwinnett County
 (770) 466-2433 center80@sshouse.com

Regional Consultant

Dianne Clarke

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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.
02/12/2020	Licensing Study	Good Standing	
10/16/2019	Monitoring Visit	Good Standing	
08/06/2019	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	Left Wing- 1L	PreK	2	20	C	41	C	NA	NA	Centers
Main	Left Wing- Back	PreK	4	37	C	51	C	NA	NA	Centers
Main	Right Wing- 1L	PreK	2	20	C	42	C	58	C	Outside
Main	Right Wing- 1R	Infants and One Year Olds	2	6	C	14	C	NA	NA	Feeding, Floor Play, Nap
Main	Right Wing- 2 L	Three Year Olds	2	23	C	35	C	NA	NA	Centers
Main	Right Wing- 2 R	One Year Olds	2	8	C	18	C	NA	NA	Free Play
Main	Right Wing- Back Middle	Two Year Olds	2	13	C	22	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 223						Total Capacity @25 sq. ft.: 239				
Total # Children this Date: 127			Total Capacity @35 sq. ft.: 223			Total Capacity @25 sq. ft.: 239				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG- A Left Side	85	C
Main	PG- B Center	124	C
Main	PG- C Right	30	C

Comments

Please be sure to review the rules and regulations for updates.
 Provided the updated orientation checklist to the director.
 The consultant emailed the emergency plans to the provider along with the fire drill form.

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.al.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.

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.

- 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).

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

Linda Russell, Program Official

Date

Dianne Clarke, Consultant

Date



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Findings Report

Date: 2/12/2020 **VisitType:** Licensing Study **Arrival:** 9:20 AM **Departure:** 4:10 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Not Met

Finding

591-1-1-.03(1) requires the Center to provide a daily planned program of varied and developmentally appropriate activities to promote social, emotional, physical, cognitive, language and literacy growth. Center Staff shall use a variety of teaching methods to accommodate the needs of the children's different learning styles. It was determined based on a review of records that the lesson plan in the Right Wing- 2L classroom was observed to not be current. The posted lesson plan was observed to be dated January 20, 2020 to January 25, 2020.

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Correction Deadline: 2/12/2020

591-1-1-.12 Equipment & Toys(CR)

Not Met

Finding

591-1-1-.12(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. It was determined based on observation that a television in the Left Wing- 1L classroom was observed to be sitting on table and not secured presenting a tipping hazard.

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Correction Deadline: 2/12/2020

Finding

591-1-1-.12(5) requires Center Staff to provide table space for each child who is able to sit at a table unassisted and an appropriately sized chair or bench for each child who is not an infant and who is able to use a chair or bench. It was determined based on observation that the tables and chairs were not appropriately sized for the children in the Right Wing- Back Middle classroom. The consultant observed that the children's feet did not touch the floor and the table appeared to be too high for this age group. There were two-year-old children present in the classroom.

Correction Deadline: 3/13/2020

591-1-1-.35 Swimming Pools & Water-related Activities(CR)

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 4

Child # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Parent Names, Work Numbers	
Child # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Parent Names, Work Numbers	
Child # 3	Met
Child # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Parent Names, Work Numbers,.08(1)-Doctor, Clinic, Phone Numbers	
Child # 5	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Parent Names, Work Numbers	

Finding

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on a review of records that child # 2, 3 and 5 were missing both of their parent's work address, child #1 was missing their mother's work address and child #3 was also missing their physician's information.

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Correction Deadline: 2/12/2020

	Facility
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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)

Not Met

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Correction Deadline: 10/16/2019

Corrected on 2/12/2020

.25(13) - The previous citation was observed to be corrected in that the closet was observed to be locked and inaccessible to the children.

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Correction Deadline: 10/30/2019

Corrected on 2/12/2020

.25(3) - The previous citation was observed to be corrected in that the repairs were made to the changing tables and they were observed to be in good repair.

Finding

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that the vents in the boys and girls bathrooms were in need of being cleaned between the 1L and Left Wing Back classrooms.

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Correction Deadline: 2/12/2020

Finding

591-1-1-.25(7) requires that doors to rooms not approved for child care, other than the kitchen doors, be latched or locked so children cannot wander into those areas. Except in School-age Centers, interior Center door locks shall permit Personnel to open the locked room from outside of the room in an emergency. It was determined based on observation that the laundry room was observed to be unlocked and there were vacuums and dust brooms accessible.

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Correction Deadline: 2/12/2020

Recited on 2/12/2020

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

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute especially after a storm or inclement weather to ensure that mulch is flushed along the concrete areas to prevent tripping hazards.

Correction Deadline: 10/26/2019

Corrected on 2/12/2020

.26(6) - The previous citation was observed to be corrected in that the chain links were observed to be replaced.

Health and Hygiene

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

Comment

Staff state proper knowledge of diapering procedures.

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

Met

Comment

Proper hand washing observed throughout the center.

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

Met

Comment

The director stated that the center currently has not dispensed/administered medication since the last visit.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures

Not Met

Finding

591-1-1-.21(1)(p) requires the Center to have a written plan for handling emergencies, including but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the Center; to have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations. The plan must apply to all children in care and include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions and shall include assurance that no Center Personnel will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals. It was determined based on observation that the complete emergency plans were not posted.

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Correction Deadline: 2/17/2020

591-1-1-.27 Posted Notices

Not Met

Finding

591-1-1-.27 requires each Center to post in a designated area for public viewing near the front entrance the following: the Center's current License or Permit; a copy of these rules; a copy of the current communicable disease chart; a statement allowing Parent(s) access to all child care areas upon notifying any staff member of his or her presence; names of persons responsible for the administration of the Center in the administrator's absence; the dated current week's menu for meals and snacks; emergency plans for severe weather, fire, and other emergency situations; a statement requiring visitors to check in with Staff when entering the Center; no smoking signs; and a notice provided by the Department which advises Parents of their right to review a copy of the Center's most recent licensure evaluation report upon request to the Center Director. The Center shall provide any Parent with a copy of this evaluation report upon request. It was determined based on observation that the names for persons responsible for the administration of the center in the administrator's absence was not posted.

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	Safety
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591-1-1-.11 Discipline(CR)

Met

Comment

Age-appropriate discussion and/or redirection observed.

591-1-1-.36 Transportation(CR)

Not Met

Comment

A current/completed inspection was observed for all vehicles used in transporting children this date. The inspection form was observed to be completed for vehicle tag number PEJ 2324 on April 3, 2019 and vehicle tag number AWM 4615 on March 18, 2019.

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Finding

591-1-1-.36(6) requires written Parental authorization for routine transportation provided by or on behalf of the Center. Written authorization must include the routine pick-up location, routine pick-up time, routine delivery location, routine delivery times and the name of any person authorized to receive the child. It was determined based on a review of records that seventeen children were missing their pick-up and drop-off times and three were missing their delivery times to the center.

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Correction Deadline: 2/13/2020

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 children did not have their emergency contact listed and one child did not have their physician's information listed.

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Correction Deadline: 2/13/2020

Sleeping & Resting Equipment

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

Not Met

Finding

591-1-1-.30(1)(b)1 requires that cots and mats are of sound construction and of sufficient size to accommodate comfortably the size and weight of the child; and that mats are in good repair, washable, covered with a waterproof material and at least two inches (2") thick. It was determined based on observation that the mats in the Left Wing- 1L, Right Wing- 2L and Right Wing- 2R classrooms were observed to be torn.

Correction Deadline: 2/12/2020

Staff Records

Records Reviewed: 14

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 11/06/2019	
Staff # 2	Met
Date of Hire: 07/29/2014	
Staff # 3	Met
Staff # 4	Met
Date of Hire: 07/31/2017	
Staff # 5	Met
Date of Hire: 07/31/2017	
Staff # 6	Met
Date of Hire: 07/18/2016	
Staff # 7	Met
Date of Hire: 03/15/2019	
Staff # 8	Met

Date of Hire: 07/16/2016

Staff # 9 Met

Date of Hire: 03/13/2012

Staff # 10 Met

Date of Hire: 02/18/2019

Staff # 11 Met

Date of Hire: 01/24/2019

Staff # 12 Met

Date of Hire: 03/02/1998

Staff # 13 Met

Date of Hire: 02/10/1992

Staff # 14 Met

Date of Hire: 08/14/2019

Staff Credentials Reviewed: 9

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

Comment

Criminal record checks were observed to be complete.

Comment

Director provided five files for employees hired since last visit.

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 orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on a review of records that staff #20 and #38 did not complete the Health and Safety Orientation Training within the required 90 day required period.

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Correction Deadline: 3/13/2020

Finding

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on a review of records that staff #4 did not have ten hours of annual training completed for 2019.

Correction Deadline: 3/13/2020

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

Comment
Staff observed to be compliant with applicable laws and regulations.

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
Adequate supervision observed on this date.