



**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: 9/1/2021 **VisitType:** Licensing Study **Arrival:** 3:05 PM **Departure:** 4:05 PM

CCLC-165

The Sunshine House #96

7450 Trowbridge Road Atlanta, GA 30328 Fulton County
(770) 668-0440 center96@sshhouse.com

Regional Consultant

Emma Smith

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Mailing Address

Same

Quality Rated: ★ ★

Compliance Zone Designation		
09/01/2021	Licensing Study	Good Standing
06/09/2021	Complaint Investigation by Phone	Good Standing
01/13/2021	Monitoring Visit	Good Standing

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.

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: 1L-Front	Infants and One Year Olds	1	6	C	12	C	NA	NA	Nap
Main	B: 1L-Rear		0	0	C	12	C	NA	NA	
Main	C: 2L	Two Year Olds	1	8	C	16	C	NA	NA	Nap
Main	D: 3L	Three Year Olds	1	15	C	20	C	NA	NA	Nap
Main	E: 4L	PreK	1	12	C	30	C	NA	NA	Nap
Main	F: 5L	PreK	2	27	C	30	C	NA	NA	Nap
Main	G: 6L		0	0	C	25	C	35	C	Not In Use

Total Capacity @35 sq. ft.: 145

Total Capacity @25 sq. ft.: 155

Total # Children this Date: 68

Total Capacity @35 sq. ft.: 145

Total Capacity @25 sq. ft.: 155

Building	Playground	Playground Occupancy	Playground Compliance
Main	A: Left-Toddler	40	C
Main	B: Middle-Preschool	60	C
Main	C: Right-School Age	40	C

Comments

An Administrative Review was conducted on September 1, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on September 2, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic.

As a reminder, discussed the director's transportation training expires this year and to retake the training.

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

Kenyatta Richardson, Program Official

Date

Emma Smith, Consultant

Date



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Findings Report

Date: 9/1/2021 **VisitType:** Licensing Study **Arrival:** 3:05 PM **Departure:** 4:05 PM

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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)

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 2

Child # 1	Met
Child # 2	Met
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)(a)-Work Address Missing	
Child # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(3)-Address of Release Person Missing	
Child # 5	Met

591-1-1-.08 Children's Records**Technical Assistance****Technical Assistance**

591-1-1-.08(1) - Please ensure the full address for the parent's place of employment and release of persons is listed on child enrollment application.

Correction Deadline: 9/1/2021

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**

Center appears clean and well maintained.

Comment

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

591-1-1-.26 Playgrounds(CR)**Technical Assistance****Technical Assistance**

591-1-1-.26 - Discussed maintenance of resilient surface. Please fluff and redistribute throughout all playgrounds.

Food Service

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

Center menu meets USDA guidelines.

Comment

Documentation was observed to be complete for two infant feeding forms.

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

Kitchen appears clean and well organized.

Health and Hygiene

591-1-1-.07 Children's Health**Technical Assistance****Technical Assistance**

591-1-1-.07(5) - Discussed pacifier clips with the director on this date.

Correction Deadline: 9/1/2021

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

Staff state proper knowledge of diapering procedures.

591-1-1-.17 Hygiene(CR)**Met****Correction Deadline: 6/9/2021**

Corrected on 9/1/2021

.17(2) - The previous citation was corrected on this date. Proper hygiene was 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

Program observed complete emergency drills on this date.

Comment

Program observed to have complete emergency preparedness plan on this date.

591-1-1-.27 Posted Notices

Met

Comment

Observed all required posted notices.

Safety

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

Technical Assistance

Technical Assistance

591-1-1-.11 - A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through on this date. Regulations regarding proper discipline were discussed with the director and staff 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)

Not Met

Comment

A current/completed inspection was observed for the one vehicle used in transporting children this date.

Comment

Complete documentation of transportation checklists observed for transportation conducted August 23, 2021 to September 2, 2021.

Comment

The one vehicle currently used to transport children and two other vehicles currently not being used had an approved fire extinguisher and first aid kit on this date.

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 16 emergency medical forms did not include the emergency contact number, one of 16 records did not include the telephone number of the child's doctor, three of 16 records did not include a physician's or clinic's name and telephone number, and four of 16 records did not include the work address and telephone number of a parent.

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: 9/2/2021

Sleeping & Resting Equipment

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

Comment

Discussed SIDS and infant sleeping position.

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 12

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Staff # 2	Met
Staff # 3	Met
Date of Hire: 05/15/2019	
Staff # 4	Met
Date of Hire: 01/26/2018	
Staff # 5	Met
Date of Hire: 11/14/2016	
Staff # 6	Met
Date of Hire: 03/02/2020	
Staff # 7	Met
Staff # 8	Met
Staff # 9	Met
Staff # 10	Met
Date of Hire: 01/28/2019	
Staff # 11	Met
Staff # 12	Met

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 for all 12 current staff.

Comment

Director provided 5 files for employees hired since last visit.

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

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training Met

Comment

Documentation observed of required staff training.

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.