



**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:** 5/21/2019    **VisitType:** Licensing Study    **Arrival:** 9:00 AM    **Departure:** 2:00 PM

**CCLC-16950**

**Eagles Landing Daycare and Learning Center**

420 Eagles Landing Parkway Stockbridge, GA 30281 Henry County  
 (770) 474-9301 margieakins@aol.com

**Regional Consultant**

April Brown

Phone: (770) 357-5101  
 Fax: (770) 357-5102  
 april.brown@dec.al.ga.gov

**Mailing Address**  
 Same

Joint with: Brandi Mangino

**Quality Rated:** No

<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.
05/21/2019	Licensing Study	Good Standing	
11/07/2018	Monitoring Visit	Good Standing	
02/12/2018	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	Rm. A: 1st Left-Rm #6	Three Year Olds and Four Year Olds	1	15	C	15	C	NA	NA	Circle Time	
Main	Rm. B: Middle Rm-left hall- #7: 3 yr olds	Three Year Olds	1	14	C	18	C	NA	NA	Outside	
Main	Rm. C: 2nd Left-Rm #8 :GA PreK	PreK	2	21	C	22	C	NA	NA	Centers	
Main	Rm. D: 3rd Left, #9, GA PreK	PreK	2	13	C	21	C	NA	NA	Outside	
Main	Rm. E: Left Corner-Rm #10a: Afterschool		0	0	C	20	C	28	C	Not In Use	
Main	Rm. F: 5th Right-Rm #5	Two Year Olds and Three Year Olds	2	20	C	22	C	NA	NA	Art,Centers	
Main	Rm. G: 4th Right-Rm #4	One Year Olds and Two Year Olds	2	14	C	14	C	NA	NA	Free Play	
Main	Rm. H: 3rd Right-Rm #3	Infants and One Year Olds	2	9	C	15	C	NA	NA	Free Play	
Main	Rm. I: 2nd Right-Rm #1	Infants	2	8	C	14	C	NA	NA	Free Play	
Main	Rm. J :1st Right: Storage		0	0	C	14	C	NA	NA	Not In Use	
Main	Rm. K: Middle Rt-Rm #10b	PreK	2	15	C	19	C	27	C	Outside	
<b>Total Capacity @35 sq. ft.:</b>			194			<b>Total Capacity @25 sq. ft.:</b>			210		
Total # Children this Date: 129			Total Capacity @35 sq. ft.:			Total Capacity @25 sq. ft.:					
			194						210		

Building	Playground	Playground Occupancy	Playground Compliance
Main	Plgd-A (Right)	36	C
Main	Plgd-B (Rear)	119	C
Main	Plgd-C (Left)	53	C

**Comments**

Plan of Improvement: Developed This Date 05/21/2019

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.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://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)

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Margie Akins, Program Official \_\_\_\_\_ Date \_\_\_\_\_

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Brandi Mangino, Consultant \_\_\_\_\_ Date \_\_\_\_\_

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April Brown, Consultant \_\_\_\_\_ Date \_\_\_\_\_



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### Findings Report

**Date:** 5/21/2019    **VisitType:** Licensing Study    **Arrival:** 9:00 AM    **Departure:** 2:00 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****Technical Assistance**

Consultant discussed with the director to ensure all play equipment is in good repair. Consultant discussed the fifth right classroom was observed to have a red and blue chair with exposed foam on this date.

**Technical Assistance**

Please ensure that the crock pot located on top of the diaper changing table area is properly secured as required.

**Correction Deadline: 5/21/2019**

**591-1-1-.35 Swimming Pools & Water-related Activities(CR)****N/A****Comment**

Center does not provide swimming activities at this time. No pool on property on this date.

**Children's Records****Records Reviewed: 5****Records with Missing/Incomplete Components: 0**

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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**591-1-1-.08 Children's Records****Met****Comment**

Records were observed to be complete and well organized on this date.

<b>Facility</b>
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**591-1-1-.19 License Capacity(CR)****Met****Comment**

Licensed capacity observed to be met by the center on this date.

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**591-1-1-.25 Physical Plant - Safe Environment(CR)****Not Met****Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that the following hazards were present and labeled, "keep out of reach of children", accessible to children in care:

\* In the first left and fifth left classrooms, brooms and dust pans were located in the classrooms in corners.

\* In the fourth right classroom, repellent wipes, labeled, "keep out of reach of children" were located inside of a child's book bag.

\* In the middle right Pre-K classroom, adult scissors, a stapler, and disinfectant wipes, labeled, "keep out of reach of children" were located on top of a shelf on the right and left side of the classroom.

**POI (Plan of Improvement)**

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

**Correction Deadline: 5/21/2019**

**Recited on 5/21/2019**

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**591-1-1-.26 Playgrounds(CR)****Not Met****Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute throughout all playground areas.

**Technical Assistance**

Playground observed to be clean on this date. Consultant discussed with the director to remove the broken yellow storage container on Playground A as it was observed to be cracked.

**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 rusted "S" and "O" hooks were present on the green swing sets on Playground A (right) and on Playground C (left).

**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. The center will repair / replace all rusted "S" and "O" hooks as required.

**Correction Deadline: 5/28/2019**

<b>Food Service</b>
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**591-1-1-.15 Food Service & Nutrition****Met****Comment**

Center menu meets USDA guidelines. Children were served whole grain spaghetti with meat sauce, tossed salad with carrots, diced peaches and milk for lunch on this date.

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

Kitchen appears clean and well organized on this date.

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

Staff stated proper knowledge of diapering procedures on this date.

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**591-1-1-.17 Hygiene(CR)****Technical Assistance****Technical Assistance**

Consultant discussed with the director to ensure staff members ensure children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means as required as hand washing was inconsistent in the fifth right classroom on this date.

**Correction Deadline: 5/21/2019**

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**591-1-1-.20 Medications(CR)****N/A****Comment**

The center currently does not dispense or administer medication at this time.

<b>Policies and Procedures</b>
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**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 a review of records the center did not have the new written emergency plan for handling emergencies as required.

**POI (Plan of Improvement)**

The Center will write or revise an emergency plan that includes all of the required items.

**Correction Deadline: 5/26/2019**

**Finding**

591-1-1-.21(1)(q) requires the Center to have in the Center policies and procedures a description of the safe sleep practices followed by the Center that includes the following information: the initial placement of Infants on their backs to sleep; no cover or other soft items in crib; appropriate sleep clothing for Infants to be provided by Parent; individual crib, cot or mat and bedding provided and changing and cleaning practices for these items; Infants who fall asleep in other equipment, on the floor or elsewhere will be moved to a crib to sleep; and no swaddling or positioning devices used. It was determined based on a review of records the center did not have infant safe sleep policies and procedures for infants in care signed by the parent as required.

**POI (Plan of Improvement)**

The Center will write or revise policies and procedures to include the required description of the Center's safe sleep practices.

**Correction Deadline: 5/26/2019**

**Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on a review of records tornado drills, smoke detector, fire extinguisher and lock down drills were not documented monthly or every six months as required.

**POI (Plan of Improvement)**

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

**Correction Deadline: 5/26/2019**

	<b>Safety</b>
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**591-1-1-.05 Animals**

**N/A**

**Comment**

Center does not keep animals on premises on this date.

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

**Met**

**Comment**

Age-appropriate discussion and or redirection observed on this date.

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**591-1-1-.13 Field Trips(CR)**

**Not Met**

**Finding**

591-1-1-.13(3) requires Center Staff to maintain regular Staff: child ratios on a field trip and to have available an additional Employee, Chaperon or Student- in-Training who is at least sixteen (16) years of age to assist in the supervision of each group of twenty-five (25) children. Every person enlisted to assist in the supervision of children, other than a Parent, must comply with the background check requirements as outlined in Rule 591-1-1-.09., Criminal Records and Comprehensive Background Checks. It was determined based on a review of records that the center participated in a field trip on April 2, 2019, the center had two staff members present as they completed the first and second check of the buses but no other staff members were listed as attending the trip.

**POI (Plan of Improvement)**

The Center will provide adequate staffing for all field trips.

**Correction Deadline: 5/21/2019**

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

**Not Met**

**Comment**

Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director.

**Finding**

591-1-1-.36(4)(f)1. requires that all transported children be secured in a child passenger restraining system or seat safety belt in accordance with current state and federal laws and regulations and according to manufacturer's directions. It was determined based on a review of records a seven-year-old child was transported on May 20, 2019 during routine after school transportation without having proper child passenger restraints.

**POI (Plan of Improvement)**

The Center will ensure that manufacturer directions and state and federal laws are met when using child passenger restraining systems and seat safety belts. The director reported that children under the age of eight-years-old were not transported in vehicle ending in 4599.

**Correction Deadline: 5/22/2019**

**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 the following information was missing from emergency medical information forms:

- \* eight of 38 was observed to be missing the doctor's name
- \* 10 of 38 was observed to be missing the doctor's phone number
- \* 11 of 38 was observed to be missing if the child had any allergies
- \* 13 of 38 was missing if the child was on any prescribed medications
- \* 13 of 38 was missing if he child had special conditions
- \* one of 38 was missing the phone number of the emergency contact
- \* three children provided transportation on the center van ending in tag number 4599 did not have emergency medical information within the center book that is taken on transportation routes.

**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: 5/22/2019**

**Sleeping & Resting Equipment**

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

**Technical Assistance**

**Comment**

Discussed SIDS and infant sleeping position on this date.

**Comment**

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

**Technical Assistance**

Consultant discussed with the director and staff members to monitor the tightness of the infants sheets for safety requirements.

**Correction Deadline: 5/21/2019**

**Staff Records**

**Records Reviewed: 27**

**Records with Missing/Incomplete Components: 6**

Staff # 1	Met
Date of Hire: 04/29/2019	
Staff # 2	Met
Date of Hire: 11/05/2018	
Staff # 3	Met
Date of Hire: 03/19/2018	
Staff # 4	Met
Date of Hire: 11/09/2018	
Staff # 5	Met



Date of Hire: 08/17/2016

Staff # 6 Met  
Date of Hire: 12/16/2016

Staff # 7 Not Met  
Date of Hire: 01/18/2011

"Missing/Incomplete Components"  
.33(5)-10 Hrs. Annual Training

Staff # 8 Met  
Date of Hire: 03/09/2019

Staff # 9 Met  
Date of Hire: 08/17/2016

Staff # 10 Met  
Date of Hire: 03/15/2019

Staff # 11 Met  
Date of Hire: 07/17/2018

Staff # 12 Met  
Date of Hire: 12/10/2018

Staff # 13 Met  
Date of Hire: 08/17/2016

Staff # 14 Met  
Date of Hire: 01/19/2015

Staff # 15 Met  
Date of Hire: 02/08/2019

Staff # 16 Not Met  
Date of Hire: 09/30/2016

"Missing/Incomplete Components"  
.33(5)-10 Hrs. Annual Training

Staff # 17 Met  
Date of Hire: 07/16/2018

Staff # 18 Met  
Date of Hire: 08/21/2017

**Records Reviewed: 27****Records with Missing/Incomplete Components: 6**

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Staff # 19 Date of Hire: 10/20/2006	Met
Staff # 20 Date of Hire: 08/01/2016	Met
Staff # 21 Date of Hire: 10/17/2017 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training	Not Met
Staff # 22 Date of Hire: 07/17/2018	Met
Staff # 23 Date of Hire: 05/07/2018	Met
Staff # 24 Date of Hire: 01/05/2019	Met
Staff # 25 Date of Hire: 11/16/2017 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training	Not Met
Staff # 26 Date of Hire: 07/27/2017 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training	Not Met
Staff # 27 Date of Hire: 12/16/2013 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training	Not Met

**Staff Credentials Reviewed: 27**

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**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Comment**

Director provided six files for employees hired since last visit which was completed on November 7, 2018.

**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 a review of records two staff members did not have a current satisfactory Comprehensive Records Check Determination as required.

**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: 5/21/2019**

**Finding**

591-1-1-.09(1)(d) requires the Center to ensure that every Provisional Employee has a valid and current satisfactory Fingerprint 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 and must be supervised at all times by a Director or Employee with a valid and current satisfactory Comprehensive Records Check Determination. The Fingerprint 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 Provisional Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Fingerprint Records Check Determination is required. It was determined based on a review of records that within the infant room two staff members were present one of which was with a national criminal background check and one with an expired portability and were not being supervised by someone with a current satisfactory Comprehensive Records Check Determination. It was further determined that in classroom B a staff member as present alone with an expired portability and no one was present with a current Comprehensive Records Check Determination.

**POI (Plan of Improvement)**

The Center will ensure that every Provisional Employee has a valid and current satisfactory Fingerprint 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 and must be supervised at all times by a Director or Employee with a valid and current satisfactory Comprehensive Records Check Determination. The Fingerprint 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 Provisional Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Fingerprint Records Check Determination is required.

**Correction Deadline: 5/21/2019**

**Recited on 5/21/2019**

**Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on a review of records one staff member started at the center in January of 2019 with a criminal record check that had an expired portability of August 31, 2016. It was further determined that another staff member started at the center in April of 2019 with a criminal record check expired for portability in February 2019.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will resubmit criminal record check applications to ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. 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 watch the criminal record check videos and to monitor dates on criminal record check for expiration to ensure CRC rules are maintained.

**Correction Deadline: 5/21/2019**

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

Evidence observed of 50% of center staff certified in First Aid and CPR on this date.

**Comment**

Please add missing or expired items in first aid kits on the center vehicles as needed.

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**591-1-1-.24 Personnel Records****Not Met****Finding**

.24(2) requires Personnel files to also contain daily attendance records or other employee payroll records for the Employee for the preceding six (6) month period which may be stored away from the Center provided that the Center notifies the Department of its intention to store these records off-site, provides the Department with the name, address and phone number of the custodian of these records and allows the Department, at its discretion, to have access to these records at the custodian's location immediately or access at the Center within seven (7) business days of a Department representative's request. The Department may, at its discretion, accept photocopies of the requested records which are provided within seven (7) business days of the Department representative's request for the same;. It was determined based on observation the Department did not have access to staff files immediately upon arrival or request as required in that records were brought to consultant for review between the hours of 9:00 a.m. and 12:00 p.m. periodically throughout this time frame.

**POI (Plan of Improvement)**

Within seven business days, the Center will submit photocopies of requested records or have these available at the Center for review. The Center will ensure the Department's access to personnel records according to these rules.

**Correction Deadline: 5/28/2019**

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**591-1-1-.33 Staff Training****Not Met**

**Correction Deadline: 12/7/2018**

**Corrected on 5/21/2019**

**Correction of citation in that staff members were observed to have completed health and safety training as required.**

**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 six out of 27 staff members did not have 10 hours of annual training for 2018 as required.

**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: 6/20/2019**

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations on this date.

<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 on this date.

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**591-1-1-.32 Supervision(CR)**

**Met**

**Comment**

Adequate supervision observed on this date.