



**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: 7/24/2020 **VisitType:** Licensing Study **Arrival:** 12:00 PM **Departure:** 3:30 PM

CCLC-17654

Prime Care Learning Center III

2115 Rockbridge Road Stone Mountain, GA 30087 Gwinnett County
(770) 469-2000 cecilia@primecarelearning.com

Regional Consultant

Dianne Clarke

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Mailing Address

P.O. Box 960295
Riverdale, GA 30296

Quality Rated: No

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.
07/24/2020	Licensing Study	Good Standing	
12/05/2019	Licensing Study	Good Standing	
08/23/2019	POI Follow Up	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	A	Six Year Olds and Over	1	4	C	49	C	NA	NA	Free Play
Main	B Cafeteria		0	0	C	13	C	NA	NA	
Main	B-1R		0	0	C	22	C	NA	NA	
Main	C	Three Year Olds and Four Year Olds	1	6	C	17	C	NA	NA	Nap
Main	D		0	0	C	18	C	NA	NA	
Main	E		0	0	C	18	C	NA	NA	
Main	F	Two Year Olds	1	5	C	17	C	NA	NA	Nap
Main	G-1		0	0	C	10	C	NA	NA	
Main	G-2		0	0	C	9	C	NA	NA	
Total Capacity @35 sq. ft.: 173						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 15			Total Capacity @35 sq. ft.: 173			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A	161	C
Main	PG B	49	C

Comments

An Administrative Review was conducted on July 21, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on July 24, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on July 16, 2020 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.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

Cecilia Okoma, Program Official

Date

Dianne Clarke, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Technical Assistance

Technical Assistance

591-1-1-.12 - A Virtual Visit was conducted due to the COVID-19 pandemic. A variety of equipment and toys were observed throughout the center. Discussed regarding ensuring to repair or replace foam equipment that are wearing and tearing.

Technical Assistance

591-1-1-.12(2) - Please ensure that chairs are stacked no more than four or the height of the children in the classroom.

Correction Deadline: 7/24/2020

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

Technical Assistance

Technical Assistance

591-1-1-.35 - A Virtual Visit was conducted due to the COVID-19 pandemic. Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 2

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

Child # 5

Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

591-1-1-.08 Children's Records

Not Met

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 #1 and #5 did not have their physician's information.

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed. Discussed with the provider regarding ensuring to maintain all information in children's files prior to the family starting to ensure that this citation does not get repeated.

Correction Deadline: 7/24/2020

Recited on 7/24/2020

Facility

591-1-1-.06 Bathrooms

Defer

Defer

591-1-1-.06(4)-A Virtual Visit was conducted due to the COVID-19 pandemic. This citation is deferred until the next regulatory visit when the rule correction can be observed in person.

POI (Plan of Improvement)

The Center will fully enclose and ventilate bathroom areas, as required, and will provide adequate ventilation and sanitation in bathrooms that are not fully enclosed.

Correction Deadline: 1/4/2020

591-1-1-.19 License Capacity(CR)

Technical Assistance

Technical Assistance

591-1-1-.19 - A Virtual Visit was conducted due to the COVID-19 pandemic. Licensed capacity observed to be routinely met by center.

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

Defer

Defer

591-1-1-.25(3)-A Virtual Visit was conducted due to the COVID-19 pandemic. This citation is deferred until the next regulatory visit when the rule correction can be observed in person.

POI (Plan of Improvement)

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

Correction Deadline: 12/13/2019

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

Not Met

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

Technical Assistance

591-1-1-.26(8) - Discussed utilizing playground checklist to ensure that the adequate amount of mulch is present and to ensure to add more if needed in the fall zone areas.

Correction Deadline: 8/3/2020

Finding

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation during the virtual visit that the mulch was observed to be one and a half inches near the blue rock climber and on the bottom of the yellow slide where three inches was needed on playground A. There was also two inches at the sides of the yellow climber where three inches was needed on playground A.

POI (Plan of Improvement)

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency. Discussed with provider to ensure that mulch is fluffed and redistributed daily to keep the children safe.

Correction Deadline: 8/3/2020

Technical Assistance

591-1-1-.26(9) - Discussed with the provider regarding ensuring to utilize a playground checklist daily to ensure that the playground remains clean and free from litter or hazards.

Correction Deadline: 7/24/2020

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 that the following hazards were observed on the playground:

PG A: There was a grey unraveled hose observed on the playground.

PG B: The concrete area outside of the G1 and G2 classroom was not flushed. There were weeds observed to be growing throughout the mulch in the area with the climbing structure.

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. Discussed with the provider regarding ensuring to utilize a playground checklist daily to ensure that the playground remains clean and free from litter or hazards.

Correction Deadline: 7/27/2020

Recited on 7/24/2020

Food Service

591-1-1-.15 Food Service & Nutrition

Technical Assistance

Correction Deadline: 12/5/2019

Corrected on 7/24/2020

.15(1) - The previous citation was observed to be corrected in that the menu met the USDA guidelines.

Technical Assistance

591-1-1-.15(1) - Discussed with the provider to ensure that the menu is followed daily and if substitutes are made it is recorded and replaced by an item that is similar to what is being replace.

Correction Deadline: 7/24/2020

591-1-1-.18 Kitchen Operations

Met

Correction Deadline: 12/5/2019

Corrected on 7/24/2020

.18(1) - The previous citation was observed to be corrected in that items were observed to be stored properly in Ziplock bags and items were not observed to be expired during the virtual visit. Discussed with the provider regarding ensuring that items with expired dates are not used and should not be kept in the refrigerator or freezer.

Health and Hygiene

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

Technical Assistance

Technical Assistance

591-1-1-.10 - A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Director/Provider on this date.

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

Technical Assistance

Technical Assistance

591-1-1-.17 - A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements were discussed with the Director/Provider on this date.

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

Technical Assistance

Technical Assistance

591-1-1-.20 - A Virtual Visit was conducted due to the COVID-19 pandemic. The Provider currently does not dispense/administer medication.

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 a virtual visit that the emergency plans were not posted. The provider stated that they were working on it.

POI (Plan of Improvement)

The Center will write or revise an emergency plan that includes all of the required items. The consultant emailed the emergency plans template to the provider on the day of the visit to which the director stated that they have received and will post up. Discussed regarding ensuring that this is updated, reviewed regularly and posted.

Correction Deadline: 7/27/2020

Recited on 7/24/2020

Comment

591-1-1-.22 - Parental access requirements are met per the current COVID-19 guidelines.

Correction Deadline: 7/24/2020

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. Regulations regarding proper discipline were discussed with the Director/Provider on this date.

591-1-1-.36 Transportation(CR)**Not Met****Defer**

591-1-1-.36(4)(b)-A Virtual Visit was conducted due to the COVID-19 pandemic. This citation is deferred until the next regulatory visit when the rule correction can be observed in person.

POI (Plan of Improvement)

The center will maintain that all transportation vehicles are clean, in safe repair, and free from hazards.

Correction Deadline: 12/13/2019

Defer

591-1-1-.36(4)(c)-A Virtual Visit was conducted due to the COVID-19 pandemic. This citation is deferred until the next regulatory visit when the rule correction can be observed in person.

POI (Plan of Improvement)

The center will ensure that each vehicle has a working fire extinguisher and that the fire extinguisher is kept out of reach of children.

Correction Deadline: 12/13/2019

Defer

591-1-1-.36(4)(d)-A Virtual Visit was conducted due to the COVID-19 pandemic. This citation is deferred until the next regulatory visit when the rule correction can be observed in person.

POI (Plan of Improvement)

The center will ensure that the heater is functioning appropriately.

Correction Deadline: 12/20/2019

Correction Deadline: 12/5/2019

Corrected on 7/24/2020

.36(5)(a) - The previous citation was observed to be corrected in that all current drivers have a current license. Discussed regarding ensuring that all drivers participating in transportation has a current license on file.

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 one child did not have evidence of their transportation agreement and was transported on February 14, 2020 to Skate Along. Also, one child's form was not completed with the drop off and pick up times and was transported both in the morning and afternoon.

POI (Plan of Improvement)

The Center will obtain the required written parental authorization. Discussed regarding ensuring that all children participating in field trip transportation has field trip forms completed with all required information and kept on file prior to participating on field trips.

Correction Deadline: 7/24/2020

Recited on 7/24/2020

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 twelve children did not have evidence of their medical emergency forms, and two three were missing the medical facility the center uses information.

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. Discussed regarding ensuring that all children's information on medical emergency forms for transportation are completed before children participate in transportation. This could be done prior to children starting in the program.

Correction Deadline: 7/24/2020

Recited on 7/24/2020

Correction Deadline: 12/5/2019

Corrected on 7/24/2020

.36(7)(d)2. - The previous citation was observed to be corrected in that the second check was observed to be completed for the week of March 2, 2020 and March 9, 2020. Discussed regarding ensuring to have a system where this is checked at the end of the day each day to prevent recitation.

Sleeping & Resting Equipment

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

Correction Deadline: 12/13/2019

Corrected on 7/24/2020

.30(1)(b)1 - The previous citation was corrected in that the classroom is not currently in use. The staff stated that they are using mats from another classroom currently. The consultant discussed that the center should ensure that those torn mats are no longer in use.

Staff Records

Records Reviewed: 14

Records with Missing/Incomplete Components: 5

Staff # 1 Not Met

Date of Hire: 03/15/2009

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 2 Met

Date of Hire: 08/01/2016

Staff # 3 Date of Hire: 09/06/2019	Met
Staff # 4	Met
Staff # 5 Date of Hire: 01/15/2020 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing	Not Met
Staff # 6 Date of Hire: 07/27/2015 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training	Not Met
Staff # 7 Date of Hire: 11/08/2019	Met
Staff # 8 Date of Hire: 09/01/2013	Met
Staff # 9 Date of Hire: 09/01/2013 <u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training	Not Met
Staff # 10 Date of Hire: 06/03/2019	Met
Staff # 11 Date of Hire: 07/09/2019	Met
Staff # 12 Date of Hire: 07/11/2019	Met
Staff # 13 Date of Hire: 12/10/2019 <u>"Missing/Incomplete Components"</u> .31(2)(b)2.-Staff Qualifications-Education Missing	Not Met
Staff # 14 Date of Hire: 07/15/2020	Met

Staff Credentials Reviewed: 1

Technical Assistance

591-1-1-.09(1) - A Virtual Visit was conducted due to the COVID-19 pandemic. Criminal record checks were observed to be complete.

591-1-1-.14 First Aid & CPR**Defer****Defer**

591-1-1-.14(2)-A Virtual Visit was conducted due to the COVID-19 pandemic. This citation is deferred until the next regulatory visit when the rule correction can be observed in person due to the COVID-19 pandemic. The provider meets the required director and 50% staff requirement.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 1/4/2020**Defer**

591-1-1-.14(3)-A Virtual Visit was conducted due to the COVID-19 pandemic. This citation is deferred until the next regulatory visit when the rule correction can be observed in person.

POI (Plan of Improvement)

Center Staff will provide any missing first aid kits, add any missing items to each first aid kit and will develop and use a plan for checking the kits and replacing missing items in each kit in the future. First aid kits and instruction manuals will be stored so that they kits are not accessible to children but are easily accessible to Center Staff.

Correction Deadline: 12/15/2019

591-1-1-.33 Staff Training**Not Met****Correction Deadline: 12/5/2019****Corrected on 7/24/2020**

.33(1) - The previous citation was observed to be corrected in that all staff currently working has an orientation checklist of file. Ensure to keep this up to date and ensure it is completed prior to staff beginning in the classroom.

Technical Assistance

591-1-1-.33(3) - Discussed regarding ensuring that all staff has completed and a copy of their Health and Safety Orientation Training is kept on file either before going into the classroom or within their first 90 days of hire to ensure that this is not recited. Suggestion to the provider to ensure it is completed within the first 30 days.

Correction Deadline: 8/23/2020**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 one staff's Health and Safety Orientation Training was observe to be completed after the required 90 day period. The staff was hired on July 11, 2019 and the orientation was completed on February 27, 2020. The listed director did not have evidence of Health and Safety Orientation Training.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

Correction Deadline: 7/24/2020

Recited on 7/24/2020

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 the listed director and two staff did not have evidence of ten hours of annual training for 2019.

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. Discussed regarding setting a timeline prior to the due date for when staff needs to have hours completed based on their hire date and 10 hours are completed by the yearly deadline and follow up.

Correction Deadline: 8/24/2020

Recited on 7/24/2020

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

Not Met

Technical Assistance

591-1-1-.31(13) - 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 July 16, 2020.

Correction Deadline: 7/24/2020

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 a review of records that a lead teacher did not have evidence of their education credential.

POI (Plan of Improvement)

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience. Discussed regarding ensuring to have a professional development plan on file for all teachers hired in a lead teacher position without the education credential within six months of their hire date.

Correction Deadline: 7/24/2020

Staffing and Supervision

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

Technical Assistance

Technical Assistance

591-1-1-.32 - A Virtual Visit was conducted due to the COVID-19 pandemic. Center observed to maintain appropriate staff:child ratios.

Technical Assistance

591-1-1-.32 - A Virtual Visit was conducted due to the COVID-19 pandemic. Adequate supervision observed on this date.