



**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:** 9/4/2018    **VisitType:** Licensing Study    **Arrival:** 9:35 AM    **Departure:** 1:30 PM

**CCLC-1783**

**Tabernacle Child Development Center**

1230 Laney Walker Blvd. Augusta, GA 30901 Richmond County  
 (706) 922-1954 children@tbcaugusta.org

**Regional Consultant**

Keshia Hayward

Phone: (678) 717-5129

Fax: (770) 359-5697

carrie.spangler@decal.ga.gov

**Mailing Address**

1223 Laney Walker Blvd  
 Augusta, GA 30901

**Quality Rated:** ★ ★

| <u>Compliance Zone Designation</u> |                  |               | <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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|------------------------------------|------------------|---------------|--|
| 09/04/2018                         | Licensing Study  | Good Standing |  |
| 01/12/2018                         | Licensing Study  | Good Standing |  |
| 07/19/2017                         | Monitoring Visit | 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    | Infants                            | 3                             | 9        | C    | 11         | C            | NA         | NA           | Floor Play |
| Main                           | B    | Two Year Olds                      | 2                             | 10       | C    | 12         | C            | NA         | NA           | Free Play  |
| Main                           | C    | One Year Olds                      | 2                             | 9        | C    | 12         | C            | NA         | NA           | Free Play  |
| Main                           | D/E  | Three Year Olds and Four Year Olds | 3                             | 16       | C    | 25         | C            | NA         | NA           | Free Play  |
| Main                           | F/G  |                                    | 0                             | 0        | C    | 19         | C            | NA         | NA           |            |
| Total Capacity @35 sq. ft.: 79 |      |                                    | Total Capacity @25 sq. ft.: 0 |          |      |            |              |            |              |            |
| Total # Children this Date: 44 |      |                                    | Total Capacity @25 sq. ft.: 0 |          |      |            |              |            |              |            |

| Building | Playground     | Playground Occupancy | Playground Compliance |
|----------|----------------|----------------------|-----------------------|
| Main     | Grassy Area    | 103                  | C                     |
| Main     | Main-Play Yard | 83                   | C                     |

**Comments**

The consultant discussed updates regarding the criminal records check requirements with the director. All current child care employees must have a comprehensive satisfactory background check on or before October 1, 2018. Please visit to our webpage for criminal record check updates: <http://decal.ga.gov/CCS/CriminalRecordsCheck.aspx>.

The director stated the playground has been changed from its original format. The consultant measured the playground during today's visit due to the changes restructuring the layout of the original playground. Per the director the playground was redone on Wednesday, August 29, 2018.

Plan of Improvement: No Plan Developed

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/RuleAndRegulations.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.

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#### 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.

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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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Mary-Anne Carter, Program Official

Date

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Keshia Hayward, Consultant

Date



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### Findings Report

**Date:** 9/4/2018 **VisitType:** Licensing Study **Arrival:** 9:35 AM **Departure:** 1:30 PM

#### CCLC-1783

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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

Per the director the 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(3)-Address of Release Person Missing                                |         |
| Child # 4   | Not Met |
| <u>"Missing/Incomplete Components"</u>                                  |         |
| .08(3)-Address of Release Person Missing,.08(1)(a)-Work Address Missing |         |
| Child # 5   | 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 two of five children files were missing the release person's address. It was further determined that one file was missing the parent's work address.

**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.

**Correction Deadline: 9/4/2018**

|                 |
|-----------------|
| <b>Facility</b> |
|-----------------|

**591-1-1-.06 Bathrooms****Met****Comment**

Bathrooms observed to be clean and well maintained.

**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****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 consultants observation that plastic grocery bags were accessible to children on a table and in a child's cubby in classroom D/E. It was further determined that brooms and dust pan were accessible to children in the bathroom in classroom B and in the corner in classroom D/E.

**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: 9/4/2018**

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

Playground observed to be clean and in good repair.

|                     |
|---------------------|
| <b>Food Service</b> |
|---------------------|

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

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk  
5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk  
2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

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

Kitchen appears clean and well organized.

**Health and Hygiene**

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

Staff stated proper knowledge of diapering procedures.

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**591-1-1-.17 Hygiene(CR)****Met****Comment**

Proper hand washing observed throughout the center.

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

Per director the center currently does not dispense/administer medication.

**Safety**

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**591-1-1-.05 Animals****Met****Comment**

Center does not keep animals on premises.

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

Staff were observed to maintain a positive learning environment on this date.

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

Complete documentation of transportation observed.

**Sleeping & Resting Equipment**

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

Discussed SIDS and infant sleeping position. Staff stated proper position for laying infants down for nap.

## Staff Records

**Records Reviewed: 17**

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

|  |         |
|--|---------|
| Staff # 1<br>Date of Hire: 05/27/2014  | Met     |
| Staff # 2<br>Date of Hire: 06/11/2018  | Met     |
| Staff # 3<br>Date of Hire: 07/12/2018  | Met     |
| Staff # 4<br>Date of Hire: 04/17/2018  | Met     |
| Staff # 5<br>Date of Hire: 05/05/2018  | Not Met |
| <u>"Missing/Incomplete Components"</u><br>.24(1)-10 Yr. Work History Missing,.14(2)-CPR missing,.14(2)-First Aid Missing |         |
| Staff # 6<br>Date of Hire: 08/29/2018  | Met     |
| Staff # 7<br>Date of Hire: 12/21/2011  | Met     |
| Staff # 8  | Met     |
| Staff # 9<br>Date of Hire: 10/19/2016  | Met     |
| Staff # 10<br>Date of Hire: 01/14/2016   | Met     |
| Staff # 11<br>Date of Hire: 07/01/2015   | Met     |
| Staff # 12<br>Date of Hire: 05/08/2018   | Met     |
| Staff # 13<br>Date of Hire: 03/10/2017   | Met     |
| Staff # 14<br>Date of Hire: 01/09/2013   | Met     |

Staff # 15

Met

Date of Hire: 02/05/2018

Staff # 16

Not Met

Date of Hire: 06/11/2018

"Missing/Incomplete Components"

.24(1)-10 Yr. Work History Missing,.24(1)-Education Experience Missing,.09-Criminal Records Check Missing

Staff # 17

Met

Date of Hire: 08/14/2017

**Staff Credentials Reviewed: 17****591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

Director provided 6 file(s) for employees hired since last visit.

**591-1-1-.14 First Aid & CPR****Not Met****Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records that one employee hired on May 5, 2018 did not complete First Aid and CPR training within 90 days of hire.

**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: 10/4/2018****591-1-1-.24 Personnel Records****Not Met****Finding**

591-1-1-.24(1) requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation; It was determined based on a review of records that two employees files did not contain their 10 year work history.



**POI (Plan of Improvement)**

The Center will secure required information for all Personnel. The Center will ensure that complete information is in the personnel file for all Directors, Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance and other Support Staff.

**Correction Deadline: 9/9/2018**

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|                                   |            |
|-----------------------------------|------------|
| <b>591-1-1-.33 Staff Training</b> | <b>Met</b> |
|-----------------------------------|------------|

**Comment**

Documentation observed of required staff training.

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|                              |            |
|------------------------------|------------|
| <b>591-1-1-.31 Staff(CR)</b> | <b>Met</b> |
|------------------------------|------------|

**Comment**

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

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

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|  |            |
|--|------------|
| <b>591-1-1-.32 Staff:Child Ratios and Group Size(CR)</b> | <b>Met</b> |
|--|------------|

**Comment**

Center observed to maintain appropriate staff:child ratios.

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|                                    |            |
|------------------------------------|------------|
| <b>591-1-1-.32 Supervision(CR)</b> | <b>Met</b> |
|------------------------------------|------------|

**Comment**

Adequate supervision observed on this date.