



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: 1/20/2021 **VisitType:** Licensing Study **Arrival:** 1:00 PM **Departure:** 2:00 PM

CCLC-1923

Stepping Stones Learning Ctr

115 N. Madison Avenue Eatonton, GA 31024 Putnam County
 (706) 485-0690 steppingstones@firstbaptisteatonton.org

Mailing Address

PO Box 3400
 Eatonton, GA 31024

Regional Consultant

Shannon Curtis

Phone: (770) 342-7802

Fax: (678) 891-5904

shannon.curtis@decal.ga.gov

Joint with: Rebekah Mullinax

Quality Rated: ★ ★ ★

Compliance Zone Designation			Compliance Zone Designation - A summary measure of a program's 12 month monitoring history, as it pertains to child care health and safety rules. The three compliance zones are good standing, support, and deficient.
01/20/2021	Licensing Study	Good Standing	
11/12/2020	Complaint Investigation by Phone	Good Standing	
07/31/2020	Monitoring Visit	Good Standing	
			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- 1 year	One Year Olds	2	6	C	11	C	NA	NA	Nap
Main	B-6wks-6months	One Year Olds	1	8	C	10	C	NA	NA	Nap
Main	C-6-12 months	Infants	2	6	C	11	C	NA	NA	Story,Floor Play
Main	D-6wks-12months		0	0	C	6	C	NA	NA	Not In Use
Main	E-3 & 4 years	Three Year Olds	2	12	C	18	C	NA	NA	Nap
Main	F-2 & 3 years	Two Year Olds	2	6	C	15	C	NA	NA	Nap
Main	G		0	0	C	7	C	NA	NA	Not In Use
Main	H		0	0	C	22	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 100					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 38					Total Capacity @35 sq. ft.: 100					
					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	A Right	20	C
Main	B Left	35	C

Comments

An Administrative Review was conducted on January 19, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on Wednesday, January 20, 2021 with the Director, Denise Carmichael. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on May 12, 2020 was reviewed during the virtual inspection.

Consultant discussed and provided LiveScan Instructions, Communicable Disease Chart, Training Updates and the COVID-19 Checklist.

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.

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.decal.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@decal.ga.gov

Denise Carmichael, Program Official

Date

Shannon Curtis, Consultant

Date

Rebekah Mullinax, 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)

Met

Comment

Discussed rotating toys to support the procedures of daily disinfecting.

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

Met

Comment

Center does not provide swimming activities.

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

No hazards observed accessible to children on this date.

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

Met

Comment

Playground observed to be clean and in good repair.

Food Service

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

Met

Comment

Center menu meets USDA guidelines.

Health and Hygiene

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

Comment

Staff state proper knowledge of diapering procedures.

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

Comment

Hand washing and sanitizing requirements for diapering were discussed with the Director/Provider on this date.

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

Comment

The Provider currently does not dispense/administer medication.

Organization

591-1-1-.37 Inspections & Investigations **Met**

Correction Deadline: 11/12/2020

Corrected on 1/20/2021

Previous citation corrected.

Policies and Procedures

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

Comment

Program observed complete emergency drills as of January 12, 2021 on this date.

Safety

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

Comment

Center does not keep animals on premises.

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

Comment

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-.13 Field Trips(CR) **Met**

Comment

Center does not participate in field trips at this time.

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

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Comment

Pleasant naptime environment observed.

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.

Staff Records**Records Reviewed: 28****Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 10/26/2004	
Staff # 2	Met
Date of Hire: 10/05/1999	
Staff # 3	Met
Date of Hire: 04/20/2018	
Staff # 4	Met
Staff # 5	Met
Date of Hire: 07/22/2019	
Staff # 6	Met
Staff # 7	Met
Date of Hire: 06/16/2016	
Staff # 8	Met
Staff # 9	Met
Date of Hire: 03/27/2006	
Staff # 10	Met
Staff # 11	Met
Staff # 12	Met
Staff # 13	Met
Date of Hire: 03/19/2018	
Staff # 14	Met
Date of Hire: 01/15/2019	
Staff # 15	Met
Staff # 16	Met
Date of Hire: 04/17/2018	

Staff # 17	Met
Date of Hire: 07/03/2019	
Staff # 18	Met
Staff # 19	Met
Staff # 20	Met
Staff # 21	Met
Date of Hire: 06/11/2018	
Staff # 22	Met
Date of Hire: 03/16/2019	
Staff # 23	Met
Staff # 24	Met
Staff # 25	Met
Staff # 26	Met
Date of Hire: 08/15/2005	
Staff # 27	Met
Staff # 28	Met

Staff Credentials Reviewed: 8**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met****Comment**

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

Comment

Criminal record checks were observed to be complete.

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 for 2020 on this date.

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
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Comment

Center observed to maintain appropriate staff:child ratios.

591-1-1-.32 Supervision(CR)	Met
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Comment

Center observed to maintain appropriate staff:child ratios.