



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: 12/12/2018 **VisitType:** Licensing Study **Arrival:** 11:45 AM **Departure:** 3:20 PM

CCLC-1952

Towns County Child Development

1112 Jack Dayton Circle Young Harris, GA 30582 Towns County
 (706) 896-4040 daycare@townscountygga.com

Regional Consultant

Colleen Covey
 Phone: (706) 256-7245
 Fax: (706) 256-7244
 colleen.covey@decal.ga.gov

Mailing Address

P.O. Box 472
 Hiawasee, GA 30546

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. 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.
12/12/2018	Licensing Study	Good Standing	
05/16/2018	Complaint Closure	Good Standing	
05/02/2018	Complaint Investigation 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	1 (LF-1st RT)	Infants	2	5	C	12	C	NA	NA	Feeding,Floor Play,Nap
Main	2-(LF-2nd LF)	One Year Olds	2	9	C	13	C	NA	NA	Nap
Main	3-(Lf-1st LF)	One Year Olds and Two Year Olds	1	6	C	13	C	NA	NA	Nap
Main	4 (RT 1st RT)	Two Year Olds and Three Year Olds	2	12	C	18	C	NA	NA	Nap
Main	5 (RT-2nd Lf)	Three Year Olds and Four Year Olds	2	9	C	18	C	NA	NA	Nap,Transitioning
Main	6-(Rt 1st LF)(Dining)		0	0	C	25	C	NA	NA	

Total Capacity @35 sq. ft.: 99

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 41

Total Capacity @35 sq. ft.: 99

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	202	C

Comments

Follow up to the previous Monitoring Visit that was conducted on May 28, 2018 was completed on this date.

Plan of Improvement: Developed This Date 12/12/2018

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/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.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

Jessica Ledford, Program Official

Date

Colleen Covey, Consultant

Date



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

Findings Report

Date: 12/12/2018 **VisitType:** Licensing Study

Arrival: 11:45 AM

Departure: 3:20 PM

CCLC-1952

Towns County Child Development

1112 Jack Dayton Circle Young Harris, GA 30582 Towns County
(706) 896-4040 daycare@townscountyga.com

Mailing Address

P.O. Box 472
Hiawasee, GA 30546

Regional Consultant

Colleen Covey

Phone: (706) 256-7245

Fax: (706) 256-7244

colleen.covey@dec.al.ga.gov

The following information is associated with a Licensing Study:

Activities and Equipment

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

Met

Comment

Equipment and furniture observed to be properly secured, as applicable.

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: 0

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

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

Met

Comment

Records were observed to be complete and well organized.

Facility

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) **Met**

Correction Deadline: 5/2/2018

Corrected on 12/12/2018

.25(3) - The restroom was observed to have been painted.

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.

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

Comment

Kitchen appears clean and well organized.

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

Staff were observed to remind children to wash hands.

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

Comment

Documentation for medication dispensing observed complete.

Safety

591-1-1-.05 Animals **N/A**

Comment

Center does not keep animals on premises.

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

Comment

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

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

Comment

Field trip documentation observed to be complete.

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

N/A

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.

Staff Records

Records Reviewed: 17

Records with Missing/Incomplete Components: 5

Staff # 1	Met
Date of Hire: 12/07/2018	
Staff # 2	Not Met
Date of Hire: 10/14/2016	
<u>"Missing/Incomplete Components"</u>	
.33(4)-1st Yr. Training 4 Hrs. Missing	
Staff # 3	Not Met
Date of Hire: 05/30/2018	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 4	Met
Date of Hire: 10/02/2000	
Staff # 5	Not Met
Date of Hire: 11/13/2017	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing,.33(4)-1st Yr. Training 4 Hrs. Missing	
Staff # 6	Met
Date of Hire: 06/21/2017	
Staff # 7	Met
Date of Hire: 08/26/2016	
Staff # 8	Met
Staff # 9	Not Met
Date of Hire: 05/21/2018	

Records Reviewed: 17

Records with Missing/Incomplete Components: 5

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 10 Met

Date of Hire: 03/05/1996

Staff # 11 Met

Date of Hire: 02/21/2007

Staff # 12 Met

Date of Hire: 12/15/2014

Staff # 13 Met

Date of Hire: 10/02/2000

Staff # 14 Met

Staff # 15 Not Met

Date of Hire: 11/06/2017

"Missing/Incomplete Components"

.33(4)-1st Yr. Training 4 Hrs. Missing,.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 16 Met

Date of Hire: 10/06/2017

Staff # 17 Met

Date of Hire: 10/22/2001

Staff Credentials Reviewed: 17

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)

Met

Comment

Director provided four files for employees hired since last visit. Satisfactory criminal record checks were observed for all seventeen staff members employed on this date.

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 by a review of staff records that four employees did not complete the required training according to these rules.

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: 1/11/2019

591-1-1-.33 Staff Training**Not Met****Correction Deadline: 5/18/2018****Corrected on 12/12/2018****.33(3) - Training was observed completed as required.****Finding**

591-1-1-.33(4) requires all Staff who provide any direct care to children, except independent contractors, Students-in-Training and volunteers, to obtain ten (10) clock hours of training or instruction in child care issues from an accredited school or Department-approved source. At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children. It was determined by a review of staff files that two staff members did not complete the required four hours of infectious disease control as within the first year of employment.

POI (Plan of Improvement)

The Center will plan and schedule training and follow up to ensure that direct care Staff complete the required hours of training in the required subjects.

Correction Deadline: 1/11/2019

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.