



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: 9/18/2018 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 12:10 PM **Departure:** 4:40 PM

CCLC-1960

Thomas Day Care Center, Inc

868 North Grand Avenue, N. W. Atlanta, GA 30318 Fulton County
 (404) 794-8776 thomasdaycare@att.net

Regional Consultant

Lajuana Williams

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Mailing Address

868 North Grand Avenue N.W.
 Atlanta, GA 30318

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.
09/18/2018	Complaint Investigation & Monitoring Visit	Good Standing	
04/02/2018	Licensing Study	Good Standing	
03/19/2018	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
Front Bldg	Room A-Front	Three Year Olds and Four Year Olds and Six Year Olds and Over	31	27	C	56	C	NA	NA	Transitioning, Nap, Snack
Total Capacity @35 sq. ft.: 56						Total Capacity @25 sq. ft.: 0				
Middle Bldg	Room B-Middle	Infants and One Year Olds	1	6	C	14	C	NA	NA	Nap
Middle Bldg	Room C	One Year Olds and Two Year Olds	2	12	C	20	C	NA	NA	Diapering, Nap
Total Capacity @35 sq. ft.: 34						Total Capacity @25 sq. ft.: 0				
Rear Bldg	Room D		0	0	C	7	C	NA	NA	Not In Use
Rear Bldg	Room E		0	0	C	12	C	NA	NA	Not In Use
Rear Bldg	Room F		0	0	C	12	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 31						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 45		Total Capacity @35 sq. ft.: 121					Total Capacity @25 sq. ft.: 0			

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

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/ChildCare/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.

- 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

Rosalyn Patrick, Program Official

Date

Lajuana Williams, Consultant

Date



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Findings Report

Date: 9/18/2018 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 12:10 PM **Departure:** 4:40 PM

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The following information is associated with a Monitoring Visit:

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)**Met****Comment**

Center does not provide swimming activities.

Children's Records

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

Correction Deadline: 4/2/2018

Corrected on 9/18/2018

.08(1) - previous cite corrected.. The children were no longer in care.

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**

Correction Deadline: 4/2/2018

Corrected on 9/18/2018
.25(13) - Previous cite corrected.

Correction Deadline: 4/2/2018

Corrected on 9/18/2018
.25(17) - previous cite corrected. Please ensure outdoor area is checked frequently for weeds and plants growing through the fencing material

Correction Deadline: 4/3/2018

Corrected on 9/18/2018
.25(3) - Previous cite corrected

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

Finding

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on consultant's observation that gap was observed to be accessible under the crawl space beneath ramp in the front playground. It was further determined based on consultant's observation gap caused by erosion were observed at the bottom of the chain link fence on the front playground..

POI (Plan of Improvement)

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

Correction Deadline: 9/18/2018

Recited on 9/18/2018

Food Service

591-1-1-.18 Kitchen Operations Not Met

Finding

591-1-1-.18(5) requires the refrigeration of all perishable and potentially hazardous foods at 40 degrees Fahrenheit or below and served promptly after cooking. Freezer temperature shall be maintained at zero (0) degrees Fahrenheit or below. It was determined based on consultant's observation that the second white refrigerator on the right side of the kitchen had a temperature of 50 degrees at the time of the inspection.

POI (Plan of Improvement)

The Center will refrigerate foods as required, will train Staff on proper refrigerator and freezer temperature settings and monitor the settings. Food will be served promptly after cooking.

Correction Deadline: 9/18/2018

Recited on 9/18/2018

Health and Hygiene

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

Comment

Proper diapering procedures observed.

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

Comment

Staff were observed to remind children to wash hands.

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

N/A

Comment

Medicine was not dispensed.

Policies and Procedures

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

Not Met

Correction Deadline: 4/7/2018**Corrected on 9/18/2018****.21(1)(p) - Previous cite corrected****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 consultant's review of the center's emergency drills the center did not conduct a lock down drill for the year 2017.

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: 9/18/2018**Recited on 9/18/2018**

Safety

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

Met

Comment

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

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

Not Met

Comment

Three routes of PM school transportation observed this date. Seat belts were observed to be in use. Procedures concerning the checks of the vehicle was discussed.

Correction Deadline: 4/3/2018**Corrected on 9/18/2018****.36(4)(f)1. - Previous cite corrected.****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 consultant's review of the center's transportation forms the center did not have documentation of written parental authorization for routine transportation for 4 of 10 children receiving home transportation services and 10 of 10 children receiving school transportation services.

POI (Plan of Improvement)

The Center will obtain the required written parental authorization.

Correction Deadline: 9/18/2018**Recited on 9/18/2018**

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 consultant's review of the center's transportation information the center did not have evidence of a vehicle emergency medical form available for 4 of 10 children receiving home transportation services and 10 of 10 children receiving school transportation services on this date.

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: 9/18/2018

Recited on 9/18/2018

Finding

591-1-1-.36(7)(c) requires the center to use passenger transportation checklists, in a format approved by the Department, to account for each child during transportation. A separate passenger checklist must be used for each vehicle. It was determined based on a review of transportation documentation that on the week of September 17, 2018, a school transportation checklist was not maintained for Boyd, M. Agnes Jones, Kipp and Tuskegee Airman Elementary.

POI (Plan of Improvement)

The Center will maintain a passenger checklist as required.

Correction Deadline: 9/19/2018

Finding

591-1-1-.36(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Center, and the last stop during transportation to home or school. The responsible person on the vehicle shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; sign the passenger transportation checklist (s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was determined based on the observation of AM and PM home transportation conducted on September 17, 2018 that a first check of the vehicle was not documented.

POI (Plan of Improvement)

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

Correction Deadline: 9/19/2018

Finding

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined [based on observation of AM and PM home transportation for the week of September 17, 2018 that the second check information was not conducted after AM and PM home transportation on September 17, 2018.

POI (Plan of Improvement)

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

Sleeping & Resting Equipment

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

Met

Comment

Discussed SIDS and infant sleeping position.

Staff Records

Records Reviewed: 10

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 01/31/1994	
Staff # 2	Met
Date of Hire: 02/04/1986	
Staff # 3	Met
Date of Hire: 03/10/1984	
Staff # 4	Met
Date of Hire: 06/16/2005	
Staff # 5	Met
Date of Hire: 12/15/2009	
Staff # 6	Met
Date of Hire: 02/05/2009	
Staff # 7	Met
Date of Hire: 05/19/1978	
Staff # 8	Met
Date of Hire: 02/05/1986	
Staff # 9	Met
Date of Hire: 09/11/2017	
Staff # 10	Met
Date of Hire: 11/16/1993	

Staff Credentials Reviewed: 10

591-1-1-.09 Criminal Records Check(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 records checks were observed to be complete.

591-1-1-.14 First Aid & CPR**Met****Correction Deadline: 4/12/2018****Corrected on 9/18/2018****.14(3) - Previous cite corrected.**

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.