



**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:** 11/2/2017    **VisitType:** Licensing Study    **Arrival:** 2:40 PM    **Departure:** 4:00 PM

**CCLC-2123**

**Prime Time - State Bridge**

5530 State Bridge Road Alpharetta, GA 30022 Fulton County  
(770) 664-3547 sarahf@ymcaatlanta.org

**Regional Consultant**

LaQuita Clark

Phone: (706) 497-1536

Fax: (706) 688-0418

jennifer.taylor@dec.al.ga.gov

**Mailing Address**

3655 PRESTON RIDGE ROAD  
ALPHARETTA, GA 30005

**Quality Rated:** No

<b>Compliance Zone Designation</b>			<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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
11/02/2017	Licensing Study	Good Standing	
05/09/2017	Monitoring Visit	Good Standing	
10/26/2016	Licensing Study	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	Cafeteria	Four Year Olds and Five Year Olds and Six Year Olds and Over	7	97	C	56	NC	NA	NA	Homework,Snack,Transitioning,Outside,Art
Main	Gym		0	0	C	132	C	NA	NA	Not In Use
Main	P11		0	0	C	22	C	NA	NA	Not In Use
Main	P12		0	0	C	22	C	NA	NA	Not In Use
Main	P5		0	0	C	22	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 254						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 97			Total Capacity @35 sq. ft.: 254			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	93	C

**Comments**

The purpose of this visit was to conduct a licensing study and to follow up on the previous visit from May 2017.

Plan of Improvement: Developed This Date

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).



**Reminder:** All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit [www.decalkoala.com](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.

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](mailto: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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

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](mailto:qualityrated@dec.al.ga.gov)

Traye Haskins, Program Official

Date

LaQuita Clark, 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-.03 Activities****Met****Comment**

A variety of activities were observed.

**Correction Deadline: 11/2/2017**

**591-1-1-.12 Equipment & Toys(CR)****Met****Comment**

Observed-Variety Throughout Center

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

No Swimming Activities Provided

### 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

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

Observed-Records Complete/Well Organized

**Facility**

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**591-1-1-.19 License Capacity(CR)****Met****Comment**

Licensed Capacity Routinely Met

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

Observation-No Hazards Accessible

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

Observation-Clean/Good Repair

**Health and Hygiene**

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

The afterschool program does not have diapered children enrolled.

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

Observed-Staff Remind Children Wash Hand

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**591-1-1-.20 Medications(CR)****Not Met****Finding**

591-1-1-.20(1) requires Personnel to obtain specific written authorization from the child's physician or parent in order to dispense prescription or non-prescription medications, except for first aid. Such authorization will include when applicable, date; full name of the child; name of the medication; prescription number, if any; dosage; the dates to be given; the time of day to be dispensed; and signature of parent. It was determined, based on review of medication, that one medication was not accompanied by prescription information.

**POI (Plan of Improvement)**

The Center will train Staff to obtain and review parental authorizations to ensure the authorization contains complete information. The designated person(s) will monitor daily.

**Correction Deadline: 11/2/2017****Policies and Procedures**

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**591-1-1-.21 Operational Policies & Procedures****Technical Assistance****Technical Assistance**

591-1-1-.21(3) - Discussed with the director to incorporate lock down drills every six months into the emergency drills practiced. Fire drills should be conducted and documented monthly, while tornado and lock down drills should be conducted and documented every six months.

**Correction Deadline: 11/7/2017****Safety**

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

**Comment**

Observed-Discussion/Redirection

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

**Comment**

No Routine Transportation Provided

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**Sleeping & Resting Equipment**

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

**Comment**

The program does not provide a rest period.

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**Staff Records**

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**Records Reviewed: 9**

**Records with Missing/Incomplete Components: 0**

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Staff # 1	Met
Date of Hire: 01/31/1960	
Staff # 2	Met
Date of Hire: 01/29/2015	
Staff # 3	Met
Date of Hire: 08/01/2014	
Staff # 4	Met
Date of Hire: 09/20/2016	
Staff # 5	Met
Staff # 6	Met
Date of Hire: 08/03/2013	
Staff # 7	Met
Staff # 8	Met
Staff # 9	Met

**Staff Credentials Reviewed: 9**

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**591-1-1-.09 Criminal Records Check(CR)** **Met**

**Comment**

Criminal Records Checks were observed to be complete.

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

**Comment**

Observed-50% Certified First Aid & CPR. Discussed with the director to ensure that new staff obtain first aid and CPR within 90 days of hire.

**591-1-1-.33 Staff Training**

**Technical Assistance**

**Technical Assistance**

Discussed with the director to ensure that staff complete training within the calendar year January to December. Also discussed ensuring staff complete health and safety within 90 days of hire.

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

**Met**

**Comment**

Staff were observed to comply with applicable regulations.

**Staffing and Supervision**

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

**Met**

**Correction Deadline: 5/9/2017**

**Corrected on 11/2/2017**

**.32(2) - Previous citation has been corrected in that appropriate staff:child ratios were observed on this date.**

**591-1-1-.32 Supervision(CR)**

**Met**

**Correction Deadline: 5/9/2017**

**Corrected on 11/2/2017**

**.32(7) - Previous citation has been corrected in that staff were observed to provide appropriate supervision on this date.**