



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: 1/26/2021 **VisitType:** Licensing Study **Arrival:** 11:30 AM **Departure:** 12:30 PM

CCLC-22774

Harvest Christian Academy

480 Henrietta Street Kingsland, GA 31548 Camden County
 (912) 729-4230 hc_academy@tds.net

Regional Consultant

Jerica Davis

Phone: (478) 314-9452
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 jerica.davis@decal.ga.gov

Mailing Address
 Same

Quality Rated: ★ ★

| Compliance Zone Designation | | |
|------------------------------------|------------------|---------------|
| 01/26/2021 | Licensing Study | Good Standing |
| 08/12/2020 | Monitoring Visit | Good Standing |
| 01/06/2020 | Licensing Study | Good Standing |

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.

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 | Three Year Olds and Four Year Olds | 1 | 13 | C | 24 | C | NA | NA | Snack |
| Main | B | | 0 | 0 | C | 25 | C | NA | NA | |
| Main | C | | 0 | 0 | C | 14 | C | NA | NA | |
| Main | D | One Year Olds | 1 | 7 | C | 18 | C | NA | NA | Snack |
| Main | E | Two Year Olds | 1 | 8 | C | 18 | C | NA | NA | Snack, Floor Play |
| Main | F | Infants | 2 | 4 | C | 9 | C | NA | NA | Feeding, Diapering, Floor Play |
| Total Capacity @35 sq. ft.: 108 | | | | | | Total Capacity @25 sq. ft.: 0 | | | | |
| Total # Children this Date: 32 | | | Total Capacity @35 sq. ft.: 108 | | | Total Capacity @25 sq. ft.: 0 | | | | |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|--------------|----------------------|-----------------------|
| Main | Playground A | 41 | C |
| Main | Playground B | 33 | C |

Comments

An Administrative Review was conducted on January 26, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on January 29, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on August 15, 2020 was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 01/26/2021

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

Sharmaine Lewis, Program Official

Date

Jerica Davis, 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

A variety of equipment and toys were observed throughout the center during the Virtual Visit.

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

Met

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

Child records were observed to be complete and well organized during the Administrative Review.

Facility

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

Comment

Licensed capacity observed to be routinely met by center during the Virtual Visit.

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

Comment

No hazards were observed accessible to children during the Virtual Visit.

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

The center menu was reviewed during the Administrative Review and meets USDA guidelines.

Health and Hygiene

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

Comment

Proper diapering procedures were discussed during the Virtual Visit.

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

Correction Deadline: 1/6/2020

Corrected on 1/26/2021

.17(7) - This citation was observed to be corrected on this date. Appropriate hand washing was observed during the Virtual Visit.

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

Comment

The Provider currently does not dispense/administer medication.

Safety

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 Visit. Regulations regarding proper discipline were discussed with the Director on this date.

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

Comment

Complete documentation of transportation observed during the Administrative Review.

Sleeping & Resting Equipment

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

Comment

Discussed SIDS and infant sleeping position during the Virtual Visit.

Staff Records

Records Reviewed: 14

Records with Missing/Incomplete Components: 1

| | |
|---|--|
| Staff # 1 Date of Hire: 02/23/2009 | Met |
| Staff # 2 Date of Hire: 11/20/2020 | Met |
| Staff # 3 Date of Hire: 11/20/2020 <u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing | Not Met |
| Staff # 4 Date of Hire: 01/19/2021 | Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u> |
| Staff # 5 Date of Hire: 09/17/2020 | Met |
| Staff # 6 Date of Hire: 07/24/2020 | Met |
| Staff # 7 Date of Hire: 05/25/2020 | Met |
| Staff # 8 Date of Hire: 03/12/2007 | Met |
| Staff # 9 Date of Hire: 10/23/2020 | Met |
| Staff # 10 Date of Hire: 09/04/2020 | Met |
| Staff # 11 Date of Hire: 01/13/2020 | Met |
| Staff # 12 Date of Hire: 12/07/2020 | Met |
| Staff # 13 Date of Hire: 05/07/2018 | Met |

Staff # 14

Met

Date of Hire: 02/13/2015

Staff Credentials Reviewed: 6

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

Not Met

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that one staff member hired in November of 2020 did not have a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center as required.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will view the required CRC videos and complete the provided affidavit form to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will complete all steps to ensure the CRC rules are maintained.

Correction Deadline: 1/26/2021

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

Met

Comment

Evidence observed of at least 50% of center staff certified in First Aid and CPR during the Administrative Review.

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

Met

Comment

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on August 15, 2020.

Staffing and Supervision

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

Met

Comment

Center observed to maintain appropriate staff:child ratios during the Virtual Visit.

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

Met

Comment

Staff observed to provide direct supervision and be attentive to children's needs during the Virtual Visit.