



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: 7/17/2018 **VisitType:** Monitoring Visit **Arrival:** 9:30 AM **Departure:** 11:50 AM

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@decals.ga.gov

Mailing Address
 Same

Quality Rated: ★ ★

Compliance Zone Designation		
07/17/2018	Monitoring Visit	Good Standing
01/02/2018	Licensing Study	Good Standing
07/24/2017	Monitoring Visit	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	Six Year Olds and Over	1	14	C	24	C	NA	NA	Centers
Main	B	Three Year Olds and Four Year Olds	2	20	C	25	C	NA	NA	Story
Main	C	Four Year Olds and Five Year Olds	1	10	C	14	C	NA	NA	Centers
Main	D	Two Year Olds	1	2	C	18	C	NA	NA	Art
Main	E	One Year Olds and Six Year Olds and Over	2	8	C	18	C	NA	NA	Centers
Main	F	Infants	1	5	C	9	C	NA	NA	Feeding,Floor Play,Nap
Total Capacity @35 sq. ft.: 108						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 59			Total Capacity @35 sq. ft.: 108			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance

Comments


The purpose of today's visit is to conduct a monitoring visit.

The center provides transportation and field trips.

The center does not provide swimming activities or administer medications.

The center is participating in the Quality-Rated program and has earned a rating of two-stars.

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 . You are encouraged not to wait and to complete the process as soon as possible.
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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@decals.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://decals.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.decals.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@decals.ga.gov	

Roenejian Gordon, Program Official

Date

Jerica Davis, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Technical Assistance

Comment

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

Technical Assistance

Please ensure that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. Please ensure the art easel in classroom C is secure from tipping and falling.

Correction Deadline: 7/17/2018

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

Discussed maintenance of resilient surface. Please fluff and redistribute.

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**

Proper hand washing observed throughout the center.

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

Discussed proper medication documentation and procedures. The director stated that no medications are currently being dispensed.

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)**Met****Correction Deadline: 1/3/2018****Corrected on 7/17/2018****.36(4)(b) - This citation was observed to be corrected on this date. The seat has been covered and no foam is exposed.**

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**Not Met****Finding**

591-1-1-.30(1)(a)3 requires that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. It was determined based on the consultant's observation that two crib sheets were observed to not be tight-fitting. One crib was in use.

POI (Plan of Improvement)

The center will ensure that each crib has an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant.

Correction Deadline: 7/17/2018

Staff Records

Records Reviewed: 13**Records with Missing/Incomplete Components: 2**

Staff # 1

Not Met

Date of Hire: 08/10/2017

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 2

Met

Date of Hire: 02/24/2016

Staff # 3

Met

Records Reviewed: 13**Records with Missing/Incomplete Components: 2**

Date of Hire: 02/23/2008

Staff # 4 Met

Date of Hire: 06/19/2018

Staff # 5 Met

Date of Hire: 02/13/2015

Staff # 6 Met

Date of Hire: 06/19/2018

Staff # 7 Met

Date of Hire: 12/23/2014

Staff # 8 Not Met

Date of Hire: 04/26/2017

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 9 Met

Date of Hire: 03/12/2007

Staff # 10 Met

Date of Hire: 03/24/2017

Staff # 11 Met

Date of Hire: 06/19/2018

Staff # 12 Met

Date of Hire: 05/07/2018

Staff # 13 Met

Date of Hire: 06/11/2018

Staff Credentials Reviewed: 13**591-1-1-.09 Criminal Records Check(CR)****Not Met****Comment**

Director provided one file for an employee hired since last visit.

Finding

591-1-1-.09(1)(a) requires the Center to ensure that every Director, Employee and Provisional Employee of the Child Care Learning Center has a satisfactory records check determination before the individual is present at the Center or before the individual resides in a Center. It was determined based on a review of records that one staff member was present without a satisfactory records check determination on file as required. A one-day letter was left at the center.

POI (Plan of Improvement)

The Center will obtain the Required Satisfactory Records Check Determination before an individual is present at the Center while any child is present for care or before residing in a Center.

Correction Deadline: 7/17/2018

591-1-1-.33 Staff Training

Not Met

Finding

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on a review of records that one staff member that has been hired more than ninety days did not have a completed Health and Safety and Orientation Training on file as required.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

Correction Deadline: 7/31/2018

Recited on 7/17/2018

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

Staff observed to provide direct supervision and be attentive to children's needs.