



**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: 8/13/2019 **VisitType:** Monitoring Visit **Arrival:** 12:45 PM **Departure:** 4:00 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

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Mailing Address
Same

Quality Rated: ★ ★

| Compliance Zone Designation | | |
|------------------------------------|------------------|---------------|
| 08/13/2019 | Monitoring Visit | Good Standing |
| 01/28/2019 | Licensing Study | Good Standing |
| 07/17/2018 | 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 | Three Year Olds and Four Year Olds | 1 | 9 | C | 24 | C | NA | NA | Nap |
| Main | B | | 0 | 0 | C | 25 | C | NA | NA | |
| Main | C | | 0 | 0 | C | 14 | C | NA | NA | |
| Main | D | One Year Olds | 1 | 11 | NC | 18 | C | NA | NA | Nap |
| Main | E | Two Year Olds and Three Year Olds | 1 | 12 | NC | 18 | C | NA | NA | Nap |
| Main | F | Infants | 1 | 5 | C | 9 | C | NA | NA | Floor Play, Nap |
| Total Capacity @35 sq. ft.: | | | 108 | | | Total Capacity @25 sq. ft.: 0 | | | | |
| Total # Children this Date: 37 | | | Total Capacity @35 sq. ft.: | | | 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 the vehicles and logs were inspected on this date. Afternoon transportation was observed by the consultant.

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

Plan of Improvement: Developed This Date 08/13/2019

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

Roenejian Gordon, Program Official

Date

Jerica Davis, Consultant

Date



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Findings Report

Date: 8/13/2019 **VisitType:** Monitoring Visit **Arrival:** 12:45 PM **Departure:** 4:00 PM

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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 be placed so as to permit the children's freedom of movement and to minimize danger of accident and collision. Please ensure exits are easily accessible in case of an emergency.

Correction Deadline: 8/13/2019

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)

Not Met

Finding

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that two black garbage bags were torn and hanging off of the blue teeter-totter and were accessible to the children in care.

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 8/13/2019

Health and Hygiene

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

Comment

Proper diapering procedures observed.

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

Correction Deadline: 1/28/2019

Corrected on 8/13/2019

.17(7) - This citation was observed to be corrected on this date.

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

Age-appropriate discussion and/or redirection observed.

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

Comment

Field trip documentation observed to be complete.

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

Comment

Complete documentation of transportation observed.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

Sleeping & Resting Equipment

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

Correction Deadline: 1/28/2019

Corrected on 8/13/2019

.30(1)(a)3 - This citation was observed to be corrected on this date. All sheets were observed to be tight fitting and staff stated that sheets are changed daily.

Correction Deadline: 1/28/2019

Corrected on 8/13/2019

.30(2)(c) - This citation was observed to be corrected on this date. Sleeping infants were observed in a safety-approved crib.

Staff Records

Records Reviewed: 4**Records with Missing/Incomplete Components: 1**

| | |
|--------------------------|---------|
| Staff # 1 | Met |
| Date of Hire: 02/23/2009 | |
| Staff # 2 | Met |
| Date of Hire: 03/12/2007 | |
| Staff # 3 | Met |
| Date of Hire: 05/07/2018 | |
| Staff # 4 | Not Met |
| Date of Hire: 02/13/2015 | |

"Missing/Incomplete Components"
.09-Criminal Records Check Missing

Staff Credentials Reviewed: 6

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Not Met

Comment

Director provided four files for employees hired since last visit.

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 and staff statements that a staff member worked at the facility with a criminal records check determination that expired on May 31, 2019 until a new Comprehensive Records Check Determination was received on July 8, 2019.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will view all criminal records check videos 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: 8/13/2019

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) Not Met

Finding

591-1-1-.32(1) requires the Center to maintain the required Staff:child ratios as follows: under 1 year or under 18 months if not walking = 1:6; 1 year and walking = 1:8; 2 years = 1:10; 3 years = 1:15; 4 years = 1:18; 5 years = 1:20; and 6 years and older = 1:25. A Center must establish groupings of children for care with maximum group sizes as follows: under 1 year = 12; under 18 months/not walking = 12; 1 year and walking = 16; 2 years = 20; 3 years = 30; 4 years = 36; 5 years = 40; and 6 years and older = 50. It was determined based on observation that one staff member was in a classroom with eleven one-year-old children when two staff were required.

POI (Plan of Improvement)

The Center will hire additional Staff or reschedule current Staff to meet required Staff:child ratios and will organize children into groups that meet requirements.

Correction Deadline: 8/13/2019

Finding

591-1-1-.32(2) requires the Center maintain Staff:child ratios in mixed-age groups based on the age of the youngest group of children that includes more than twenty percent of the total number of children in the mixed-age group. It was determined based on observation that one staff member was in a classroom with 10 two-year-old children and 2 three-year-old children when two staff members were required.

POI (Plan of Improvement)

The Center will provide adequate staff when there is a mixed-age group.

Correction Deadline: 8/13/2019

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

Adequate supervision observed on this date.