



**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:** 8/15/2019    **VisitType:** Monitoring Visit    **Arrival:** 9:00 AM    **Departure:** 11:30 AM

**CCLC-23373**

**Augusta Tech Head Start Center**

3200 Augusta Tech Drive Building500 Augusta, GA 30906 Richmond County  
 (706) 798-0930 kgodbee@csraeoaheadstart.org

**Mailing Address**

3200 Augusta Tech Drive, Building500  
 Augusta, GA 30906

**Regional Consultant**

Kaycee Purvis

Phone: (770) 357-4915

Fax: (404) 478-8085

kaycee.purvis@decals.ga.gov

Joint with: Carrie Spangler

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>		
08/15/2019	Monitoring Visit	Good Standing
02/04/2019	Licensing Study	Good Standing
08/09/2018	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	Main	Two Year Olds and Three Year Olds	2	16	C	24	C	NA	NA	Outside, Transitioning
Total Capacity @35 sq. ft.: 24						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 16			Total Capacity @35 sq. ft.: 24			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	45	C

**Comments**

Plan of Improvement: Developed This Date 08/15/2019

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/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](mailto: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](mailto:qualityrated@dec.state.ga.us)

Kimberly Godbee, Program Official \_\_\_\_\_ Date

Kaycee Purvis, Consultant \_\_\_\_\_ Date

Carrie Spangler, Consultant \_\_\_\_\_ Date



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### Findings Report

**Date:** 8/15/2019 **VisitType:** Monitoring Visit **Arrival:** 9:00 AM **Departure:** 11:30 AM

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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**

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

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

**N/A**

**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**

**Correction Deadline: 2/4/2019**

**Corrected on 8/15/2019**

**.25(13) - Correction of previous citation in that the consultant did not observe any potentially hazardous equipment accessible to children on this date.**

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

**Not Met**

**Technical Assistance**

591-1-1-.26(4) - Please be sure to either turn the bolts on the fence so that they are facing outward, place a cap over fence bolts, or cut down the fence bolts to two threads.

**Correction Deadline: 8/15/2019**

**Finding**

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation that five of the red and black tricycles were observed to have rust on them on this date. It was further determined that the pink, purple, and white tricycle was missing the seat.

**POI (Plan of Improvement)**

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

**Correction Deadline: 8/25/2019**

**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 a yellow jacket nest with several yellow jackets around it was observed under the large wooden gazebo.

**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: 8/19/2019**

**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**

Staff stated proper hand washing procedures on this date.

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

**Comment**

Documentation for medication dispensing observed complete.

**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) Technical Assistance**

**Technical Assistance**

591-1-1-.36(4)(e) - Please be sure to repair any rips or tears on the seats of the bus.

**Correction Deadline: 8/16/2019**

**Technical Assistance**

591-1-1-.36(7)(c)3. - Please be sure to document the return time to the facility on the transportation passenger checklist form. The consultant did observe return times documented on the home transportation form.

**Correction Deadline: 8/16/2019**

## Sleeping & Resting Equipment

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

**Met**

**Comment**

The consultant observed cots for individual use on this date.

## Staff Records

**Records Reviewed: 5**

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

Staff # 1	Met
Staff # 2	Met
Staff # 3	Met
Date of Hire: 07/15/2019	
Staff # 4	Met
Date of Hire: 01/07/2019	
Staff # 5	Met
Date of Hire: 01/01/2012	

**Staff Credentials Reviewed: 0**

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

**Not Met**

**Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on a review of records that the most recently issued determination letter was not ported electronically for staff # 5.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will electronically port any necessary staff to ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. 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 watch the videos to ensure CRC rules are maintained.

**Correction Deadline: 8/15/2019**

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

## Staffing and Supervision

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

Met

#### Comment

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

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

Met

#### Comment

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