



**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:** 8/24/2017    **VisitType:** Monitoring Visit    **Arrival:** 9:05 AM    **Departure:** 11:00 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**

Melyn Smith

Phone: (706) 855-3455  
Fax: (706) 434-7640  
melyn.smith@dec.al.ga.gov

<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.
08/24/2017	Monitoring Visit	Good Standing	
03/15/2017	Licensing Study	Good Standing	
08/03/2016	Monitoring Visit	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	Main	Three Year Olds	2	17	C	24	C	NA	NA	Transitioning
Total Capacity @35 sq. ft.:			24		Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 17			Total Capacity @35 sq. ft.:		Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	45	C

**Comments**

Plan of Improvement: No Plan Developed

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).

	<p><b>Reminder:</b> All employees of child care programs must be fingerprinted before <b>January 1, 2017</b>. For instructions and to submit records check applications online, please visit <a href="http://www.decalkoala.com">www.decalkoala.com</a>. You are encouraged not to wait and to complete the process as soon as possible.</p>
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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.

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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@decal.ga.gov](mailto:CCSRefutations@decal.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://decal.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.

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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)

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Kimberly Godbee, Program Official

Date

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Melyn Smith, Consultant

Date



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### Findings Report

**Date:** 8/24/2017 **VisitType:** Monitoring Visit **Arrival:** 9:05 AM **Departure:** 11:00 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**

Observed-Variety Throughout Center

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

**Met**

**Comment**

No Swimming Activities Provided

### Facility

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

**Met**

**Comment**

Licensed Capacity Routinely Met

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

**Met**

**Comment**

Observation-No Hazards Accessible

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

**Technical Assistance**

**Comment**

Observation-Clean/Good Repair

**Technical Assistance**

591-1-1-.26(6) - Please ensure the single missing pedal is replaced on the riding merry-go-round on the right side of the playground.

**Correction Deadline: 9/3/2017**

### Health and Hygiene

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

No diapered children enrolled

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

Observed-Proper Hand Washing Throughout

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

Discussed-Documentation/Procedures for dispensing medication in the future.

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**Policies and Procedures**

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**591-1-1-.27 Posted Notices****Met****Correction Deadline: 3/24/2017****Corrected on 8/24/2017****.27(f) - Previous citation corrected, based on observation, in that the Director's designee(s) was observed posted on this date.****Correction Deadline: 3/24/2017****Corrected on 8/24/2017****.27(g) - Previous citation corrected, based on observation, in that the current week's menu for meals and snacks was observed posted on this date.**

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**Safety**

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

Observed-Positive Learning Environment

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

Observed-Complete Documentation

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

Observed-Complete Documentation

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**Sleeping & Resting Equipment**

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

Correct number of mats; disinfecting discussed

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**Staff Records**

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**Records Reviewed: 4****Records with Missing/Incomplete Components: 0**

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Staff # 1

Met

Date of Hire: 01/02/2015

**Records Reviewed: 4**

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

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Staff # 2	Met
Staff # 3	Met
Date of Hire: 09/03/1987	
Staff # 4	Met
Date of Hire: 11/02/2015	

**Staff Credentials Reviewed: 4**

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

**Comment**

Criminal Records Check complete

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

**Comment**

Lead staff education requirements

**Comment**

591-1-1-.31(13) - Consultant observed Center staff to comply with all applicable laws and regulations on this date.

**Correction Deadline: 8/24/2017**

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)** **Met**

**Comment**

Observed-Appropriate Staff:Child Ratios

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

**Comment**

Observed-Direct Supervision/Attentive Staff