



**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:** 7/29/2019    **VisitType:** LS POI Follow Up    **Arrival:** 9:40 AM    **Departure:** 4:00 PM

**CCLC-23880**

**Intelli-Kids**

2622 Moore Station Road Dublin, GA 31021 Laurens County  
 (478) 274-1453 deejharrell@gmail.com

**Regional Consultant**

Laura Johnson

Phone: (470) 891-3520

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**Mailing Address**

Same

**Quality Rated:** ★ ★

| <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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|------------------------------------|-----------------------------------|---------------|--|
| 07/29/2019                         | LS POI Follow Up                  | Good Standing |  |
| 07/05/2019                         | Complaint Closure                 | Support       |  |
| 06/04/2019                         | Complaint Investigation Follow Up | 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                            | A    | Six Year Olds and Over            | 1                               | 25       | C    | 25                            | C            | NA         | NA           | Outside              |
| Main                            | B    |                                   | 0                               | 0        | C    | 24                            | C            | NA         | NA           |                      |
| Main                            | C    | Four Year Olds and Five Year Olds | 1                               | 18       | C    | 32                            | C            | NA         | NA           | Centers              |
| Main                            | D    | Three Year Olds                   | 1                               | 14       | C    | 31                            | C            | NA         | NA           | Outside              |
| Main                            | E    | Two Year Olds and Three Year Olds | 1                               | 9        | C    | 22                            | C            | NA         | NA           | Centers              |
| Main                            | F    | One Year Olds and Two Year Olds   | 1                               | 9        | C    | 22                            | C            | NA         | NA           | Story, Transitioning |
| Main                            | G    | Infants                           | 2                               | 7        | C    | 12                            | C            | NA         | NA           | Floor Play           |
| Main                            | H    |                                   | 0                               | 0        | C    | 12                            | C            | NA         | NA           |                      |
| Main                            | I    | One Year Olds                     | 2                               | 15       | C    | 17                            | C            | NA         | NA           | Centers, Diapering   |
| Main                            | J    |                                   | 0                               | 0        | C    | 17                            | C            | NA         | NA           |                      |
| Total Capacity @35 sq. ft.: 214 |      |                                   |                                 |          |      | Total Capacity @25 sq. ft.: 0 |              |            |              |                      |
| Total # Children this Date: 97  |      |                                   | Total Capacity @35 sq. ft.: 214 |          |      | Total Capacity @25 sq. ft.: 0 |              |            |              |                      |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
|----------|------------|----------------------|-----------------------|

**Comments**

This is the first visit of the fiscal year.


The center is currently two star quality rated.

The center does not provide swimming activities.

All criminal record checks were observed. A one-day letter was left on this date.

Plan of Improvement: Developed This Date 07/29/2019

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)

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Darla Harrell, Program Official

Date

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Laura Johnson, Consultant

Date



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### Findings Report

**Date:** 7/29/2019 **VisitType:** LS POI Follow Up **Arrival:** 9:40 AM **Departure:** 4:00 PM

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The following information is associated with a LS POI Follow Up:

### 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.

### 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**

Records were observed to be complete and well organized.

### Facility

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**591-1-1-.06 Bathrooms** **Met**

**Comment**

Bathrooms observed to be clean and well maintained.

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

**Comment**

Licensed capacity observed to be routinely met by center.

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**591-1-1-.25 Physical Plant - Safe Environment(CR)** **Not Met**

**Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on the consultant's observation that the bathroom in classroom E had a vent that had fallen off and left a two-inch hole in the wall that was present to the children in care.

**POI (Plan of Improvement)**

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring. The director used glue on the vent during the visit to cover the hole.

**Correction Deadline: 8/2/2019**

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**591-1-1-.26 Playgrounds(CR)** **Not Met**

**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 the consultant's observation that the following equipment presented hazards to the children in care:

- The Police Car Cozy Coupe had a broken wheel in the front.
- The Little Tykes rider was missing the steering wheel.
- The Little Tikes rock wall climber had a five-inch crack on in the center with sharp edges.
- The Little Tikes climber with two slides had an eight-inch crack in the center of the red slide.

**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. The provider removed the broken equipment during the visit.

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

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|                     |
|---------------------|
| <b>Food Service</b> |
|---------------------|

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**591-1-1-.15 Food Service & Nutrition** **Technical Assistance**

**Comment**

Center menu meets USDA guidelines.

**Technical Assistance**

591-1-1-.15(2) - I spoke with the director about ensuring that infant feeding plans are updated at least every three months or anytime there is a change in the infant's feeding instructions.

**Correction Deadline: 7/29/2019**

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**591-1-1-.18 Kitchen Operations** **Met**

**Comment**

Kitchen appears clean and well organized.

## Health and Hygiene

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

Met

#### Comment

Proper diapering procedures observed.

### 591-1-1-.17 Hygiene(CR)

Not Met

#### Finding

591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on the consultant's observation that a staff member in classroom E diapered a child and did not wash the child's hands after diapering.

#### POI (Plan of Improvement)

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

**Correction Deadline: 7/29/2019**

#### Technical Assistance

591-1-1-.17(8) - The consultant spoke with the director about ensuring that center staff wash their hands before diapering.

**Correction Deadline: 7/29/2019**

### 591-1-1-.20 Medications(CR)

Met

#### Comment

The Provider currently does not dispense/administer medication.

## Policies and Procedures

### 591-1-1-.21 Operational Policies & Procedures

Met

#### Comment

Program observed complete emergency drills

## Safety

### 591-1-1-.05 Animals

N/A

#### Comment

Center does not keep animals on premises.

### 591-1-1-.11 Discipline(CR)

Met

#### Comment

Staff were observed to maintain a positive learning environment on this date.

### 591-1-1-.13 Field Trips(CR)

Met

#### Comment

Field trip documentation observed to be complete.

### 591-1-1-.36 Transportation(CR)

Met

#### 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**

**Comment**

Discussed SIDS and infant sleeping position.

**Comment**

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

## Staff Records

**Records Reviewed: 6**

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

|  |         |
|--|---------|
| Staff # 1                              | Met     |
| Date of Hire: 01/07/2019               |         |
| Staff # 2                              | Met     |
| Date of Hire: 07/10/2018               |         |
| Staff # 3                              | Not Met |
| Date of Hire: 07/17/2019               |         |
| <u>"Missing/Incomplete Components"</u> |         |
| .09-Criminal Records Check Missing     |         |
| Staff # 4                              | Met     |
| Date of Hire: 01/07/2019               |         |
| Staff # 5                              | Met     |
| Date of Hire: 06/06/2016               |         |
| Staff # 6                              | Met     |
| Date of Hire: 06/17/1997               |         |

**Staff Credentials Reviewed: 7**

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

**Not Met**

**Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on the consultant's observation and a review of records that one employee hired on July 17, 2019, was present at the facility and the director had not submitted a Records Check Application to the Department. Additionally, one employee hired July 22, 2019, was present at the facility and the director had not submitted a Records Check Application to the Department.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will check their Decal Koala and all emails for the Department to ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as 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 review the A to Z Video Training Units to ensure the CRC rules are maintained.

**Correction Deadline: 7/29/2019**

**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 employee hired July 17, 2019 was present and did not have a comprehensive satisfactory records check determination on file. Additionally, one employee hired July 22, 2019 was present and did not have a comprehensive satisfactory records check determination on file.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will review all state emails and review records in their Decal Koala 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 the A to Z Background Check video units to ensure the CRC rules are maintained.

**Correction Deadline: 7/29/2019**

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

**Comment**

Complete first aid kits observed in center and on vehicles.

**Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.

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**591-1-1-.33 Staff Training** **Met**

**Comment**

Documentation observed of required staff training.

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**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**

Center observed to maintain appropriate staff:child ratios.

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

**Comment**

Adequate supervision observed on this date.