



**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:** 11/16/2017 **VisitType:** Licensing Study

**Arrival:** 2:40 PM

**Departure:** 3:50 PM

**CCLC-2435**

**Prime Time - Hillside**

9250 Scott Road Roswell, GA 30076 Fulton County  
(770) 664-3547 sarahf@ymcaatlanta.org

**Mailing Address**

3655 PRESTON RIDGE ROAD  
ALPHARETTA, GA 30005

**Regional Consultant**

Karyn Presley

Phone: (770) 342-7904

Fax: (678) 891-5958

karyn.presley@dec.al.ga.gov

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
11/16/2017	Licensing Study	Good Standing
03/28/2017	Monitoring Visit	Good Standing
11/14/2016	Licensing Study	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 the 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	Cafeteria	Four Year Olds and Five Year Olds and Six Year Olds and Over	3	36	C	105	C	NA	NA	Homework, Art
Main	F 108		0	0	C	16	C	NA	NA	Not In Use
Main	F107		0	0	C	8	C	NA	NA	Not In Use
Main	Gym	Four Year Olds and Five Year Olds and Six Year Olds and Over	1	12	C	126	C	NA	NA	Transitioning
Main	Stage area of Cafeteria		0	0	C	21	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 276						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 48						Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Play Area	109	C

**Comments**

Plan of Improvement: Developed This Date 11/16/2017

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](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.

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.ga.gov](mailto:CCSRefutations@dec.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://dec.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.dec.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@dec.ga.gov](mailto:qualityrated@dec.ga.gov)

Virginia Coombs, Program Official

Date

Karyn Presley, Consultant

Date



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### Findings Report

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The following information is associated with a Licensing Study:

### 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

### 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**

Parent Authorizations Obtained/Completed

**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)** **Met**

**Comment**

Observation-Clean/Good Repair

**Food Service**

**591-1-1-.15 Food Service & Nutrition** **Met**

**Comment**

Discussed updated USDA Guidelines

**Health and Hygiene**

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

**Comment**

The program does not provide care for infants or toddlers. The provider is an after school program.

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

**Comment**

Observed-Staff Remind Children Wash Hand

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

**Comment**

No medications given at this time per providers statement

**Safety**

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

**Comment**

Observed-Discussion/Redirection

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

**Comment**

No Routine Transportation Provided

**Sleeping & Resting Equipment**

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

**Comment**

The program does not provide care for infants or toddlers. The provider is an after school program.

**Staff Records**

**Records Reviewed: 8****Records with Missing/Incomplete Components: 3**

Staff # 1	Met
Staff # 2	Not Met
Date of Hire: 08/04/2016	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 3	Met
Date of Hire: 11/30/2015	
Staff # 4	Met
Date of Hire: 06/15/2015	
Staff # 5	Met
Date of Hire: 08/29/2016	
Staff # 6	Met
Staff # 7	Not Met
Date of Hire: 08/13/2014	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 8	Not Met
Date of Hire: 08/01/2017	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	

**Staff Credentials Reviewed: 8****591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

Criminal Records Check complete for all employees

**Comment**

One new employee hired since last visit

**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 consultants review of records three staff members did not have proof of health and safety orientation on file.

**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: 12/16/2017**

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

**Met**

**Comment**

Center staff were observed to comply with all applicable laws and regulations

<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-Adequate Supervision