



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: 10/23/2018 **VisitType:** Complaint Investigation Follow Up **Arrival:** 10:30 AM **Departure:** 1:50 PM

CCLC-25180

Briarcliff Day Care Center

1731 Belle Isle Circle Atlanta, GA 30329 DeKalb County
 (404) 728-0621 briarcliffdaycare@yahoo.com

Regional Consultant

Brandon Cason

Phone: (877) 372-3909

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carrie.spangler@dec.al.ga.gov

Mailing Address
 Same

Quality Rated: ★ ★

<u>Compliance Zone Designation</u>			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.
10/23/2018	Complaint Investigation Follow Up	Good Standing	
10/23/2018	Complaint Closure	Good Standing	
09/11/2018	Licensing Study	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 (Front)	Two Year Olds	1	8	C	16	C	NA	NA	Lunch
Main	B1	Infants	1	6	C	6	C	NA	NA	Nap, Floor Play
Main	B2	Infants and One Year Olds	1	6	C	7	C	NA	NA	Nap
Main	C	One Year Olds	1	6	C	9	C	NA	NA	Diapering
Main	Downstairs Lt	Two Year Olds	2	15	C	14	NC	NA	NA	Story
Main	Downstairs Rt	Three Year Olds and Four Year Olds	2	16	C	18	C	NA	NA	Story

Total Capacity @35 sq. ft.: 70

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 57

Total Capacity @35 sq. ft.: 70

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Rear Field	61	C
Main	Toddler	18	C

Comments

This was the second visit of the fiscal year. The consultant observed one file for a new hire since the last visit.

Plan of Improvement: Developed This Date 10/23/2018

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.decal.ga.gov/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@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.

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.decal.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@decal.ga.gov

Jasmin Radford, Program Official

Date

Brandon Cason, Consultant

Date



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Findings Report

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The following information is associated with a Complaint Investigation Follow Up:

Children's Records

Records Reviewed: 2

Records with Missing/Incomplete Components: 2

Child # 1

Not Met

"Missing/Incomplete Components"

.08(1)-Emergency Contact information Missing

Child # 2

Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Number Missing

591-1-1-.08 Children's Records

Not Met

Finding

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined that one of five children's records did not include the work numbers for the parents. It was further determined that two of five children's records did not include names and addresses to whom the child may be released.

POI (Plan of Improvement)

The director will obtain the missing information.

Correction Deadline: 10/26/2018

Facility

591-1-1-.19 License Capacity(CR)**Not Met****Finding**

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on the consultants observation that the center cared for 15 children in a space licensed for 14 children in the Downstairs Left Room.

POI (Plan of Improvement)

The Center will limit the number of children in this space to the licensed capacity.

Correction Deadline: 10/23/2018

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**Not Met****Correction Deadline: 11/6/2018****Corrected on 10/23/2018****This citation observed to be corrected on this date.****Finding**

591-1-1-.30(2) requires the Center to provide a safe sleep environment in accordance with American Academy of Pediatrics (AAP), Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials (ASTM) recommendations as listed in these rules for all infants. Center Staff shall place an infant to sleep on the infant's back in a crib unless the Center has been provided a physician's written statement authorizing another sleep position for that particular infant that includes how the infant shall be placed to sleep and a time frame that the instructions are to be followed. When an infant can easily turn over from back to front and back again, Staff shall continue to put the infant to sleep initially on the infant's back but allow the infant to roll over into his or her preferred position and not re-position the infant. Sleepers, sleep sacks and wearable blankets that fit according to the commercial manufacturer's guidelines and will not slide up around the infant's face may be used when necessary for the comfort of the sleeping infant. Swaddling shall not be used unless the Center has been provided a physician's written statement authorizing its use for a particular infant that includes instructions and a time frame for swaddling the infant. Center Staff shall not place objects or allow objects to be placed in or on the crib with an infant such as but not limited to toys, pillows, quilts, comforters, bumper pads, sheepskins, stuffed toys, or other soft items and shall not attach objects or allow objects to be attached to a crib with a sleeping infant, such as, but not limited to, crib gyms, toys, mirrors and mobiles. It was determined based upon the consultants observation that a sleeping infant had a small blanket and another infant had a stuffed animal in the crib in room B1.

POI (Plan of Improvement)

The Center will take all steps necessary to provide a safe sleep environment for infants as listed in these rules; will train Staff to follow these rules; and will monitor for compliance.

Correction Deadline: 10/23/2018

Staff Records

Records Reviewed: 15**Records with Missing/Incomplete Components: 1**

Staff # 1

Met

Date of Hire: 01/16/2018

Records Reviewed: 15**Records with Missing/Incomplete Components: 1**

Staff # 2 Date of Hire: 03/26/2018	Met
Staff # 3 Date of Hire: 03/04/2008	Met
Staff # 4 Date of Hire: 05/14/2015	Met
Staff # 5 Date of Hire: 01/02/2018	Met
Staff # 6 Date of Hire: 07/09/2009	Met
Staff # 7 Date of Hire: 09/06/2018	Met
Staff # 8 Date of Hire: 04/02/2018	Met
Staff # 9 Date of Hire: 10/16/2017	Met
Staff # 10 Date of Hire: 10/18/2018	Not Met
<u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	
Staff # 11 Date of Hire: 11/24/2014	Met
Staff # 12 Date of Hire: 10/01/2016	Met
Staff # 13 Date of Hire: 01/19/2017	Met
Staff # 14 Date of Hire: 06/01/2012	Met
Staff # 15 Date of Hire: 01/11/2018	Met

Staff Credentials Reviewed: 15

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 the consultants observation that an employee hired on October 18, 2018, did not have a Comprehensive Records Check Determination dated within the preceding 12 months. The employees letter was dated for March 28, 2017, with a one year portability time frame that expired in March 28, 2018.

POI (Plan of Improvement)

The Center will 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. A-one-day letter was left on this date.

Correction Deadline: 10/23/2018