



**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: 9/11/2018 **VisitType:** Licensing Study **Arrival:** 9:40 AM **Departure:** 12:45 PM

CCLC-25758

Oxford Babies

811 Church St. Smyrna, GA 30080 Cobb County
(770) 435-8858 academyandbabies@gmail.com

Mailing Address

801 Church St.
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Regional Consultant

Courtney Moody

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Quality Rated: No

Compliance Zone Designation			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.
09/11/2018	Licensing Study	Good Standing	
01/30/2018	Monitoring Visit	Good Standing	
12/29/2017	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-yg. Infants	Infants	3	9	C	13	C	NA	NA	Nap,Feeding
Main	B- Crawler A	Infants	4	11	C	13	C	NA	NA	Floor Play
Main	C- Crawler B	Infants	3	11	C	14	C	NA	NA	Lunch,Nap
Main	D- 1 Back left	One Year Olds	4	16	C	19	C	NA	NA	Free Play
Main	E-2nd back left	Two Year Olds	3	18	C	20	C	NA	NA	Diapering,Free Play

Total Capacity @35 sq. ft.: 79

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 65

Total Capacity @35 sq. ft.: 79

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	65	C

Comments

Plan of Improvement: Developed This Date 09/11/2018

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.dec.state.ga.us/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@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

Connie Walker, Program Official

Date

Courtney Moody, 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

Equipment and furniture observed to be properly secured, as applicable.

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

Met

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

Comment

No hazards observed accessible to children on this date.

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

Met

Comment

Playground observed to be clean and in good repair.

Health and Hygiene

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

Met

Comment

Proper diapering procedures observed.

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

Proper hand washing observed throughout the center.

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

Documentation for medication dispensing observed complete.

Safety

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

Age-appropriate discussion and/or redirection observed.

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

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 38**Records with Missing/Incomplete Components: 4**

Staff # 1	Met
Date of Hire: 08/21/2017	
Staff # 2	Met
Date of Hire: 01/12/2003	
Staff # 3	Met
Date of Hire: 02/03/2003	
Staff # 4	Met
Date of Hire: 07/31/2018	
Staff # 5	Met
Date of Hire: 02/03/2003	
Staff # 6	Met
Date of Hire: 06/06/2006	
Staff # 7	Met
Date of Hire: 06/08/2006	

Staff # 8 Date of Hire: 01/02/2006	Met
Staff # 9 Date of Hire: 03/01/2013	Met
Staff # 10 Date of Hire: 08/08/2011	Met
Staff # 11	Met
Staff # 12 Date of Hire: 09/13/2016	Met
Staff # 13 Date of Hire: 09/21/2016	Met
Staff # 14 Date of Hire: 10/01/2016 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training	Not Met
Staff # 15 Date of Hire: 05/28/2008	Met
Staff # 16 Date of Hire: 09/06/2016	Met
Staff # 17 Date of Hire: 10/05/2018 <u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	Not Met
Staff # 18 Date of Hire: 01/14/2003	Met
Staff # 19 Date of Hire: 08/21/2017 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training,.33(3)-Health & Safety Certificate	Not Met
Staff # 20 Date of Hire: 02/01/2017	Met
Staff # 21	Met

 Date of Hire: 08/16/2018

Staff # 22 Met

Date of Hire: 08/02/2016

Staff # 23 Met

Date of Hire: 06/11/2018

Staff # 24 Met

Date of Hire: 04/10/2017

Staff # 25 Met

Date of Hire: 02/10/2014

Staff # 26 Met

Date of Hire: 02/18/2014

Staff # 27 Met

Date of Hire: 08/03/2011

Staff # 28 Met

Date of Hire: 05/22/2017

Staff # 29 Met

Date of Hire: 04/24/2017

Staff # 30 Met

Date of Hire: 01/23/2009

Staff # 31 Met

Staff # 32 Met

Date of Hire: 05/30/2017

Staff # 33 Not Met

Date of Hire: 11/03/2014

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training,.33(3)-Health & Safety Certificate

Staff # 34 Met

Date of Hire: 11/29/2004

Staff # 35 Met

Date of Hire: 11/29/2004

Staff # 36 Met

Records Reviewed: 38

Records with Missing/Incomplete Components: 4

Date of Hire: 08/25/2010

Staff # 37

Met

Date of Hire: 08/30/2010

Staff # 38

Met

Date of Hire: 01/25/2018

Staff Credentials Reviewed: 38

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

Not Met

Finding

591-1-1-.09(1)(a) requires the Center to ensure that every Director, Employee and Provisional Employee of the Child Care Learning Center has a satisfactory records check determination before the individual is present at the Center or before the individual resides in a Center. It was determined based on observation that an employee was hired in August 2018 to work within the center. The center was observed to have a local criminal records check with purpose code E and no fingerprint clearance from the Department. A one day letter was left with the center.

POI (Plan of Improvement)

The Center will obtain the Required Satisfactory Records Check Determination before an individual is present at the Center while any child is present for care or before residing in a Center.

Correction Deadline: 9/11/2018

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 review of records that all staff did not have evidence of completing the health and safety training as required.

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: 10/11/2018

Finding

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on review of records that two employees did not have evidence of completing the 2017 ongoing annual training.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 10/11/2018

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

Met

Comment

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

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

Met

Comment

Center observed to maintain appropriate staff:child ratios.

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

Met

Comment

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