



**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:** 1/9/2019    **VisitType:** Monitoring Visit    **Arrival:** 1:20 PM    **Departure:** 3:30 PM

**CCLC-2680**

**Little Lamb's Day Care Center**

132 Mc Elmurray Drive Augusta, GA 30901 Richmond County  
(706) 755-8509 ldcc@bellsouth.net

**Regional Consultant**

Keshia Hayward

Phone: (678) 717-5129

Fax: (770) 359-5697

carrie.spangler@dec.al.ga.gov

**Mailing Address**

132 Mcelmurray Drive  
Augusta, GA 30901

**Quality Rated:** ★ ★

| <b>Compliance Zone Designation</b> |                  |               |
|------------------------------------|------------------|---------------|
| 01/09/2019                         | Monitoring Visit | Good Standing |
| 08/27/2018                         | Licensing Study  | Good Standing |
| 01/12/2018                         | 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 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                           | Front       | One Year Olds                   | 1                              | 2        | C    | 8                             | C            | NA         | NA           | Nap   |
| Main                           | Front Right | One Year Olds and Two Year Olds | 1                              | 3        | C    | 6                             | C            | NA         | NA           | Nap   |
| Main                           | Middle      |                                 | 0                              | 0        | C    | 4                             | C            | NA         | NA           |       |
| Main                           | Side        |                                 | 0                              | 0        | C    | 3                             | C            | NA         | NA           |       |
| Total Capacity @35 sq. ft.: 21 |             |                                 | Total Capacity @25 sq. ft.: 0  |          |      |                               |              |            |              |       |
| Total # Children this Date: 5  |             |                                 | Total Capacity @35 sq. ft.: 21 |          |      | Total Capacity @25 sq. ft.: 0 |              |            |              |       |

| Building | Playground     | Playground Occupancy | Playground Compliance |
|----------|----------------|----------------------|-----------------------|
| Main     | Main-Play Yard | 1                    | C                     |

**Comments**

Plan of Improvement: Developed This Date 01/09/2019

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)

Summer Rouzan-Epps, Program Official

Date

Keshia Hayward, Consultant

Date



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**Findings Report**

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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**

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**

**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 based on a review of records that two of three children's files were missing the release persons address.

**POI (Plan of Improvement)**

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

**Correction Deadline: 1/9/2019**

**Recited on 1/9/2019**

|                 |
|-----------------|
| <b>Facility</b> |
|-----------------|

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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)** **Met**

**Correction Deadline: 8/27/2018**

**Corrected on 1/9/2019**

**.25(13) - Citation corrected in that hazards were not accessible to children on this date,**

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

**Correction Deadline: 7/29/2017**

**Corrected on 1/9/2019**

**.26(8) - Citation corrected in that the tarp and weeds were removed from the playground area on this date.**

**Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on consultants observation that the following hazards existed on the playground: The bicycle merry-go-round was turned upside down posing an entrapment hazard to children, large pieces of PVC pipes were laying around the playground, a green wheel barrel was turned over on the side to the back of the playground, a wagon with paint cans/brushes was sitting on the play area, a broom was placed against the back of the building wall, and large limbs posing tripping hazards were on the ground throughout on the playground on this date.

**POI (Plan of Improvement)**

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

**Correction Deadline: 1/9/2019**

**Recited on 1/9/2019**

|                           |
|---------------------------|
| <b>Health and Hygiene</b> |
|---------------------------|

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

**Comment**

Staff stated proper knowledge of diapering procedures.

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

**Comment**

Discussed proper hand washing procedures and times.

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**591-1-1-.20 Medications(CR)** **N/A**

**Comment**

The Provider currently does not dispense/administer medication.

|                                |
|--------------------------------|
| <b>Policies and Procedures</b> |
|--------------------------------|

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**591-1-1-.21 Operational Policies & Procedures****Not Met****Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on owner's statement that documentation of fire drills, tornado drills and lock down drills were not accessible on this date.

**POI (Plan of Improvement)**

The Center will hold the drills as required and keep the documentation of the drills on file for two years. Please ensure the records are accessible and available for review.

**Correction Deadline: 1/9/2019****Recited on 1/9/2019****Safety**

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**591-1-1-.05 Animals****Not Met****Finding**

591-1-1-.05(2) requires Center Staff to confine animals in pens or covered areas except during specific teacher-directed learning experiences and to keep animal pens and confinement areas clean. It was determined based on consultants observation that a black/white dog was roaming freely on the playground on this date.

**POI (Plan of Improvement)**

The Center will maintain and keep animals in a suitable pen or covered area except when a teacher is using the animal in a specific learning experience. If needed, the pen or covered area will be cleaned and the Center will develop and follow a plan to keep the area clean.

**Correction Deadline: 1/9/2019**

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

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

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**591-1-1-.36 Transportation(CR)****N/A****Comment**

Center does not provide routine transportation.

**Sleeping & Resting Equipment**

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

Pleasant naptime environment observed.

**Staff Records**

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**Records Reviewed: 3****Records with Missing/Incomplete Components: 0**

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Staff # 1

Met

Date of Hire: 10/05/1970

Staff # 2

Met

Date of Hire: 08/27/1984

**Records Reviewed: 3**

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

Staff # 3

Met

Date of Hire: 01/01/1997

**Staff Credentials Reviewed: 3**

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

**Met**

**Comment**

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

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

**Defer**

**Defer**

591-1-1-.33(6)-Training hours will be reviewed during the next licensing visit. The director was out and staff were unable to access Georgia Professional Development accounts and training records.

**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: 9/26/2018**

**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**

Adequate supervision observed on this date.