



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: 4/22/2021 **VisitType:** Licensing Study **Arrival:** 9:50 AM **Departure:** 12:30 PM

CCLC-27608

Heritage Hills Early Learning Center

2987 Highway 212 SW Conyers, GA 30094 Rockdale County
 (770) 922-2027 lisadawkins2@hotmail.com

Regional Consultant

LaTanya Barber-Swift

Phone: (470) 346-1054

Fax: (678) 302-3041

latanya.barber-swift@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

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.
04/22/2021	Licensing Study	Good Standing	
04/16/2021	Complaint Investigation by Phone	Good Standing	
03/23/2021	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/P 115	Infants and One Year Olds	2	5	C	10	C	NA	NA	Floor Play
Main	B/ P113	One Year Olds	2	7	C	10	C	NA	NA	Free Play
Main	C/ P117	One Year Olds	2	10	C	14	C	NA	NA	Free Play
Main	D/ P112	Two Year Olds	2	12	C	14	C	NA	NA	Free Play
Main	E/ P111	Three Year Olds	2	15	C	14	NC	NA	NA	Centers
Main	F/ P 109		0	0	C	14	C	NA	NA	Not In Use
Main	P 107		0	0	C	15	C	NA	NA	Not In Use
Main	P102	PreK	1	14	C	19	C	NA	NA	Free Play
Main	P104		0	0	C	15	C	21	C	Not In Use
Main	P105		0	0	C	19	C	NA	NA	Not In Use
Main	Upstairs Kdg Rm 217	Six Year Olds and Over	1	14	C	14	C	NA	NA	Homework
Total Capacity @35 sq. ft.: 158			Total Capacity @25 sq. ft.: 164							
Total # Children this Date: 77			Total Capacity @25 sq. ft.: 164							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant Room	58	C
Main	S/A Playground	53	C

Comments

An Administrative Review was conducted on April 22, 2021. Staff files, children's files, training, and background checks were all reviewed.

An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issue on March 31, 2021 was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 04/22/2021

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.al.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@dec.al.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.al.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

Lisa Dawkins, Program Official

Date

LaTanya Barber-Swift, 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

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.

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

Center appears clean and well maintained.

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

N/A

Comment

Playground not observed on this date due to inclement weather.

Health and Hygiene

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

Met

Comment

Staff state proper knowledge of diapering procedures.

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

Please ensure soiled items are stored inaccessible to children.

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

The Provider currently does not dispense/administer medication.

Safety

591-1-1-.05 Animals	N/A
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Comment

Center does not keep animals on premises.

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

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

Correction Deadline: 4/16/2021

Corrected on 4/22/2021

.11(2) - The previous citation was corrected on this date. The staff member was no longer at the Center.

591-1-1-.13 Field Trips(CR)	N/A
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Comment

Center does not participate in field trips at this time.

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

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position.

Staff Records

Records Reviewed: 22

Records with Missing/Incomplete Components: 1

Staff # 1	Met
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Date of Hire: 03/25/2008

Staff # 2	Met
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Date of Hire: 01/08/2021

Staff # 3	Met
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Date of Hire: 03/29/2020

Staff # 4	Met
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Date of Hire: 01/27/2021

Staff # 5	Met
Date of Hire: 11/19/2010	
Staff # 6	Met
Date of Hire: 05/31/2019	
Staff # 7	Met
Date of Hire: 09/08/2008	
Staff # 8	Met
Date of Hire: 01/08/2020	
Staff # 9	Met
Date of Hire: 01/07/2011	
Staff # 10	Not Met
Date of Hire: 10/25/2011	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 11	Met
Date of Hire: 08/03/2013	
Staff # 12	Met
Date of Hire: 05/09/2017	
Staff # 13	Met
Date of Hire: 08/17/2020	
Staff # 14	Met
Date of Hire: 01/08/2021	
Staff # 15	Met
Date of Hire: 08/13/2008	
Staff # 16	Met
Date of Hire: 01/22/2009	
Staff # 17	Met
Date of Hire: 01/18/2021	
Staff # 18	Met
Date of Hire: 03/19/2021	

Reminder - Health & Safety training is required within 90 calendar days of hired

Records Reviewed: 22**Records with Missing/Incomplete Components: 1**

Staff # 19	Met
Date of Hire: 08/28/2019	
Staff # 20	Met
Date of Hire: 08/03/2015	
Staff # 21	Met
Date of Hire: 08/26/2020	
Staff # 22	Met
Date of Hire: 11/05/2012	

Staff Credentials Reviewed: 13**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)** **Met****Comment**

Criminal record checks were observed to be complete.

591-1-1-.14 First Aid & CPR**Technical Assistance****Technical Assistance**

591-1-1-.14(2) - The Consultant discussed with the Director to please ensure that staff #10 completed the first aid and CPR training.

Correction Deadline: 5/22/2021**591-1-1-.31 Staff(CR)****Met****Comment**

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on March 31, 2021.

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.