



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: 5/2/2022 **VisitType:** Licensing Study **Arrival:** 12:15 PM **Departure:** 1:00 PM

CCLC-27765

Christian Outreach Early Learning Center

511 Bumphead Road Americus, GA 31719 Sumter County
 (229) 928-5449 patienceclaiborne@yahoo.com

Regional Consultant

Charlene Story
 Phone: (770) 405-7942
 Fax: (770) 408-0759
 charlene.story@decal.ga.gov

Mailing Address
 Same

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. |
|------------------------------------|------------------|---------------|--|
| 05/02/2022 | Licensing Study | Good Standing | |
| 12/06/2021 | Monitoring Visit | Good Standing | |
| 06/11/2021 | Licensing Study | Good Standing | |

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 | A | | 0 | 0 | C | 27 | C | NA | NA | Not In Use |
| Main | B/School Age | | 0 | 0 | C | 25 | C | NA | NA | Not In Use |
| Total Capacity @35 sq. ft.: 40 | | | Total Capacity @25 sq. ft.: 0 | | | Building @35 capacity limited by Health Department Limitations | | | | |
| Total # Children this Date: 0 | | | Total Capacity @35 sq. ft.: 40 | | | Total Capacity @25 sq. ft.: 0 | | | | |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|-----------------|----------------------|-----------------------|
| Main | Rotate Children | 54 | C |

Comments

The purpose of this visit was to conduct a Licensing Study. This visit was conducted in person by the Consultant on May 2, 2022. Consultant met with Harvey Claiborne to conduct a walk through of the facility.

Facility has been temporarily closed due to the COVID 19 Pandemic since March of 2020.

An Exit conference was held with Harvey Claiborne on May 5, 2022. Consultant discussed the report and the citations from the visit. The report was emailed to the Provider for signature and to be returned to the Consultant within two business days.

Consultant is requesting an office conference with the Provider.

Plan of Improvement: No Plan Developed

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



Important Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

Contact the Quality Rated help desk at 855-800-7747 or qualityrated@dec.state.ga.us for more information. Free technical assistance is available!

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), do the following:

- 1) Log into DECAL KOALA www.decalkoala.com with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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)

Patience Jackson, Program Official

Date

Charlene Story, Consultant

Date



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Findings Report

Date: 5/2/2022 **VisitType:** Licensing Study **Arrival:** 12:15 PM **Departure:** 1:00 PM

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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 on this date.

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

Met

Comment

Center does not provide swimming activities.

Facility

591-1-1-.06 Bathrooms

Met

Comment

Please monitor bathrooms for necessary supplies.

Provider is still temporarily closed due to COVID-19. Bathrooms need a detailed cleaning before reopening.

591-1-1-.19 License Capacity(CR)

Met

Comment

No children enrolled at this time.

591-1-1-.25 Physical Plant - Safe Environment(CR)

Met

Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

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

Technical Assistance

Technical Assistance

591-1-1-.26(9) - No Children are Enrolled at the facility at this time. Provider is still temporarily closed due to COVID-19. Playground needs some repairs before reopening, the facility.

Correction Deadline: 5/2/2022

Health and Hygiene

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

There were no children enrolled in the program on this date. Proper diaper facilities were observed with warm running water and proper ventilation.

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

There were no children enrolled on this date. Proper hand washing of children and staff was discussed with the director on this date.

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

The Provider currently does not dispense/administer medication.

| |
|--------------------------------|
| Policies and Procedures |
|--------------------------------|

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

591-1-1-.21(1)(p) requires the Center to have a written plan for handling emergencies, including but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the Center; to have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations. The plan must apply to all children in care and include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions and shall include assurance that no Center Personnel will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals. It was determined based on Consultant observation, that a written Emergency Preparedness Plan was not available for Consultant to review.

POI (Plan of Improvement)

The Center will write or revise an emergency plan that includes all of the required items.

Correction Deadline: 5/7/2022

591-1-1-.27 Posted Notices**Not Evaluated****Finding**

591-1-1-.27 requires each Center to post in a designated area for public viewing near the front entrance the following: the Center's current License or Permit; a copy of these rules; a copy of the current communicable disease chart; a statement allowing Parent(s) access to all child care areas upon notifying any staff member of his or her presence; names of persons responsible for the administration of the Center in the administrator's absence; the dated current week's menu for meals and snacks; emergency plans for severe weather, fire, and other emergency situations; a statement requiring visitors to check in with Staff when entering the Center; no smoking signs; and a notice provided by the Department which advises Parents of their right to review a copy of the Center's most recent licensure evaluation report upon request to the Center Director. The Center shall provide any Parent with a copy of this evaluation report upon request. It was determined based on Consultant review that the facility's 2022 License had not been posted for public viewing.

POI (Plan of Improvement)

The Center will post the notices as required and ensure they remain posted.

Correction Deadline: 5/2/2022

591-1-1-.29 Required Reporting**Not Evaluated**

Finding

591-1-1-.29(3) requires the Director or designated person-in-charge to report or cause to be reported to the Department within twenty-four (24) hours or the next work day: any death of a child while in the care of the Center; any serious illness or injury requiring hospitalization or professional medical attention other than first aid of a child while in the care of the Center; any situation when a child in care becomes missing, such as, but not limited to, a child who is left on a vehicle, a child who leaves the building, playground, or property, or a child who is left behind on any trip; any fire; any structural disaster; any emergency situation that requires temporarily relocating children; and any time the program's operating status changes (i.e., open to closed or temporarily closed and temporarily closed to open). It was determined based on review of Provider's DECAL KOALA account, a Required Report had not been entered to update operational status of the facility being temporarily closed.

POI (Plan of Improvement)

The Center will develop a procedure so everyone knows how and when to report these incidents to the Department and will follow-up to make sure they are reported as required.

Correction Deadline: 5/2/2022

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| Safety |
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|----------------------------|------------|
| 591-1-1-.05 Animals | Met |
|----------------------------|------------|

Comment

Center does not keep animals on premises.

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

Comment

There were no children enrolled on this date. The center's discipline policy was reviewed on this date. Regulations regarding proper discipline were discussed with the director on this date.

| | |
|------------------------------------|------------|
| 591-1-1-.13 Field Trips(CR) | Met |
|------------------------------------|------------|

Comment

Center does not participate in field trips at this time.

| | |
|---------------------------------------|------------|
| 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

Discussed SIDS and infant sleeping position.
No Children Enrolled At This Time. Provider is temporarily closed due to COVID 19

| |
|----------------------|
| Staff Records |
|----------------------|

Records Reviewed: 2

Records with Missing/Incomplete Components: 1

| | |
|-----------|---------|
| Staff # 1 | Not Met |
|-----------|---------|

Date of Hire: 12/27/2016

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

| | |
|-----------|-----|
| Staff # 2 | Met |
|-----------|-----|

Date of Hire: 01/22/2018

Staff Credentials Reviewed: 1**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on Consultant review of staff records in the KOALA system, one out of two staff members had an expired Criminal Records Check and had not submitted a new Records Check Application to the Department and Fingerprints to an authorized fingerprinting site.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will ensure the CRC rules are maintained.

Correction Deadline: 5/9/2022**Finding**

591-1-1-.09(1)(l)3. requires the Center to immediately require a new Comprehensive Records Check Determination for a Director, Employee or Provisional Employee at least once every five years. It was determined based on review of staff in KOALA, one out of two staff had an expired Comprehensive Records Check on file.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure that each Director, Employee and Provisional Employee has a Comprehensive Records Check Determination on file that has been issued within the past five years. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will to ensure CRC rules are maintained.

Correction Deadline: 5/9/2022**591-1-1-.09 Criminal Records Check(CR)****Not Evaluated****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-.14 First Aid & CPR**Not Evaluated****Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based Consultant observation, no documentation to verify CPR and First Aid training for current staff.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 6/1/2022**591-1-1-.33 Staff Training****Not Met**

Finding

591-1-1-.33(6) requires that evidence of orientation and training shall be documented in the Personnel file of each Staff member and shall be available to the Department for inspection. It was determined based on staff files, there was no documentation of the annual 10 hours staff training for the year 2021.

POI (Plan of Improvement)

The Center will develop and implement procedures to review staff records for documentation of training and orientation, to obtain and place missing documentation in staff records, and to file such documents in staff records on an ongoing basis.

Correction Deadline: 12/30/2022

Recited on 5/2/2022

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

Met

Comment

Staff observed to be compliant with applicable laws and regulations. No staff or children enrolled. This rules was not evaluated.

| |
|---------------------------------|
| Staffing and Supervision |
|---------------------------------|

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

Met

Comment

There were no children enrolled on this date. Proper ratios and classroom capacities were discussed with the director on this date.

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

Met

Comment

There were no children enrolled on this date. Proper supervision of children, including being prompt to children's needs, was discussed with the director on this date.