



**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: 3/11/2019 **VisitType:** Monitoring Visit **Arrival:** 11:50 AM **Departure:** 2:45 PM

CCLC-27836

Regional Consultant

Miss Jan's Nursery & Playschool, Inc.

2021 Palmyra Road Albany, GA 31701 Dougherty County
(229) 436-8036 c.sue.martin8144@gmail.com

Phone:
Fax:
rukiya.thomas@decal.ga.gov

Mailing Address
Same

Quality Rated: ★ ★

Compliance Zone Designation		
03/11/2019	Monitoring Visit	Good Standing
11/07/2018	Licensing Study	Good Standing
03/20/2018	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	Room A (9 mo-16 mo)	One Year Olds and Two Year Olds	0	5	NC	6	C	NA	NA	Nap
Main	Room B (14 mo-24 mo)	One Year Olds	1	5	C	7	C	NA	NA	Nap
Main	Room C (6 wks-7 mo)	Infants	1	4	C	5	C	NA	NA	Nap
Main	Room D (2 Yrs.)	Two Year Olds	1	7	C	18	C	NA	NA	Nap
Main	Room E (4 Yrs.)	Three Year Olds	1	9	C	11	C	NA	NA	Nap
Main	Room F (3 Yrs.)	Four Year Olds	0	9	NC	11	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 58						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 39			Total Capacity @35 sq. ft.: 58			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	38	C

Comments

The purpose of this visit was to conduct a monitoring visit.

Plan of Improvement: Developed This Date 03/11/2019

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.

- 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

Carla Martin, Program Official

Date

Allison Morrison, 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

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

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

Not Evaluated

Comment

The director stated that the center does not provide swimming activities.

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 observation that there were eighteen children present in Classroom E during naptime and the room is only licensed for eleven children.

POI (Plan of Improvement)

The Center will limit the number of children in this space to the licensed capacity. The consultant discussed submitting an amendment to combine classrooms E and F.

Correction Deadline: 3/11/2019

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

Met

Comment

The center appears clean and well maintained.

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

Met

Comment

The playground observed to be clean and in good repair.

Health and Hygiene

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

Comment

The staff stated proper knowledge of diapering procedures.

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

Comment

Proper hand washing was observed throughout the center.

591-1-1-.20 Medications(CR) **Not Evaluated**

Comment

The provider has not dispensed medication since the last visit on November 7, 2018.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Met**

Correction Deadline: 11/30/2018

Corrected on 3/11/2019

.21(3) - The citation was observed to be corrected on this date.

Safety

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

Comment

Age-appropriate discussion and redirection was observed.

591-1-1-.36 Transportation(CR) **Not Evaluated**

Comment

The director stated that center does not provide routine transportation.

Sleeping & Resting Equipment

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

Correction Deadline: 11/9/2018

Corrected on 3/11/2019

.30(1)(a)2 - The previous citation was observed to be corrected.

Correction Deadline: 11/7/2018

Corrected on 3/11/2019

.30(1)(a)3 - The previous citation was observed to be corrected on this date.

Staff Records

Records Reviewed: 11

Records with Missing/Incomplete Components: 0

Staff # 1 Met
Date of Hire: 01/02/2009

Staff # 2 Met
Date of Hire: 01/22/2019

Records Reviewed: 11

Records with Missing/Incomplete Components: 0

Staff # 3	Met
Staff # 4	Met
Date of Hire: 03/11/2015	
Staff # 5	Met
Staff # 6	Met
Date of Hire: 06/11/2009	
Staff # 7	Met
Date of Hire: 06/24/2009	
Staff # 8	Met
Date of Hire: 07/13/2015	
Staff # 9	Met
Date of Hire: 01/01/2009	
Staff # 10	Met
Date of Hire: 01/02/2009	
Staff # 11	Met
Date of Hire: 01/02/2018	

Staff Credentials Reviewed: 11

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

Comment

Criminal record checks were observed to be complete.

Correction Deadline: 11/7/2018

Corrected on 3/11/2019

.09(1)(a) - The previous citation was corrected.

Correction Deadline: 11/7/2018

Corrected on 3/11/2019

.09(1)(b) - The previous citation was corrected.

Correction Deadline: 11/7/2018

Corrected on 3/11/2019

.09(1)(d) - The previous citation was corrected.

Correction Deadline: 11/7/2018

Corrected on 3/11/2019

.09(1)(j) - The previous citation was corrected.

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

Met

Comment

Staff was 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**

The consultant discussed naptime ratios with the director.

591-1-1-.32 Supervision(CR)**Not Met****Finding**

591-1-1-.32(7) requires that children be supervised at all times and that the persons supervising in the child care area be alert, able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the chaperones and Students-in-Training, and provide timely attention to the children's actions and needs. It was determined based on consultant observation that during nap time child in Room E were being supervised by the staff member from Room F. Also, there was one staff member present supervising nap time in Classroom A and B. Classroom A had four (4) one-year-olds and one (1) two-year-old present and Classroom B had five (5) one-year-olds present. Classroom A and Classroom B are divided by two three foot shelves with a entry way between them.

POI (Plan of Improvement)

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

Correction Deadline: 3/11/2019**Recited on 3/11/2019**