



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: 9/20/2018 **VisitType:** Licensing Study **Arrival:** 10:45 AM **Departure:** 4:00 PM

CCLC-29762

Beth Jacob Preschool

1855 LaVista Road NE Atlanta, GA 30329 DeKalb County
 (678) 244-6659 rgrossblatt@bethjacobatlanta.org

Regional Consultant

Chrische Walker

Phone: (770) 359-5166
 Fax: (678) 891-5618
 chrische.walker@decal.ga.gov

Mailing Address

1374 bramble road
 Atlanta, GA 30329

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.
09/20/2018	Licensing Study	Good Standing	
03/02/2018	POI Follow Up	Good Standing	
02/01/2018	Monitoring Visit	Support	

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-1		0	0	C	17	C	NA	NA	Not In Use
Main	B-2	Four Year Olds	2	16	C	17	C	NA	NA	Transitioning, Outside
Main	C-3	Three Year Olds	1	10	C	17	C	NA	NA	Transitioning, Outside
Main	D-4	Three Year Olds	2	9	C	17	C	NA	NA	Art
Main	E-1	Two Year Olds	2	12	C	16	C	NA	NA	Outside
Main	E-2	Two Year Olds	2	12	C	14	C	NA	NA	Outside
Main	F-7	Infants	2	6	C	12	C	NA	NA	Nap
Main	G-8	Infants and One Year Olds	2	8	C	10	C	NA	NA	Free Play, Nap
Main	H-9	One Year Olds	2	12	C	14	C	NA	NA	Centers, Nap

Total Capacity @35 sq. ft.: 134

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 85

Total Capacity @35 sq. ft.: 134

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A-3-4 yrs	40	C
Main	B-4 mos-35 mos	23	C

Comments

The purpose of today's visit was to conduct a Licensing Study and to follow up from the previous study on March 2, 2018. The consultant left a First Aid Checklist, Posted Notices List, a Parent Medication Authorization Form, Bright from the Start Sample Children's Enrollment Form, Directions for the background check determination procedures, and the Common Infectious Illnesses Chart resources on this date.

The consultant discussed the upcoming changes to the background check requirements effective October 1, 2018.

A one-day-letter was left on this date.

Plan of Improvement: Developed This Date 09/20/2018

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.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.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

Roberta grossblatt, Program Official

Date

Chrische Walker, Consultant

Date



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Findings Report

Date: 9/20/2018 **VisitType:** Licensing Study **Arrival:** 10:45 AM **Departure:** 4:00 PM

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The following information is associated with a Licensing Study:

Activities and Equipment**591-1-1-.03 Activities****Met****Comment**

Great lesson plans in all classrooms.

Correction Deadline: 9/20/2018

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**Records Reviewed: 5****Records with Missing/Incomplete Components: 0**

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

591-1-1-.08 Children's Records**Met****Comment**

Records were observed to be complete and well organized. The consultant discussed the Bright from the Start children's enrollment forms on this date to make sure all of the parent's information is completed,

Facility

591-1-1-.06 Bathrooms**Met****Comment**

Bathrooms observed to be clean and well maintained.

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**

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

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

Discussed maintenance of resilient surface near the slides and climbing equipment on the front playground A that is across from the center. Please fluff and redistribute.

Technical Assistance

591-1-1-.26(9) - Please monitor playground A, across from the center, for trash and debris.

Correction Deadline: 9/20/2018

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 the consultant's observation that a root branch was exposed near the the maroon cushion logs on the far left side on playground A that is across from the center, in which it was a potential tripping hazard.

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: 9/24/2018

Food Service

591-1-1-.15 Food Service & Nutrition**Met****Comment**

Please ensure that bottles are covered and fully labeled with child's full name in Classroom 7 and in Classroom 8.

591-1-1-.18 Kitchen Operations**Met****Comment**

The children's lunches and snacks are brought from home.

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**

Comment

Staff stated proper hand washing procedures for the children.

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

Technical Assistance

591-1-1-.20 - Discussed proper medication documentation and procedures.

Finding

591-1-1-.20(3) requires the Center to maintain a record of medication dispensed that includes the date, time and amount of medication, any noticeable adverse reaction, and the signature or initials of the person administering the medication. It was determined based on the consultant's observation that records of medication was not maintained for eight children's medication on site on this date.

POI (Plan of Improvement)

The Center will train Staff responsible for dispensing medication in the accurate completion and storage of the records and will implement a plan to monitor this.

Correction Deadline: 9/20/2018

Finding

591-1-1-.20(5) requires that medicines no which are no longer to be dispensed shall be returned to the child's Parent(s) immediately. It was determined based on the consultant's observation that eight children's medication was not returned to the child's parents, which included two bottles of infant's tylenol, a bottle of infant motrin infants' drops, four epinephrine injectors, and six inhalation aerosols.

POI (Plan of Improvement)

The Center will train Staff on a system for tracking the use of medications and returning them to Parent(s).

Correction Deadline: 9/20/2018

Policies and Procedures

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

Comment

Great job conducting fire drills and other emergency drills.

Correction Deadline: 9/25/2018

591-1-1-.27 Posted Notices **Met**

Comment

Please make sure that all required signs are posted and up to date.

591-1-1-.29 Required Reporting **Met**

Comment

Discussed the new online required reporting requirements.

Safety

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

Comment

Center does not keep animals on premises.

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

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

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

Center does not participate in field trips at this time.

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

Center does not provide routine transportation.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**Not Met****Comment**

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Technical Assistance

591-1-1-.30(1)(a)3 - The consultant discussed with the director on laundering and changing the crib sheets daily.

Correction Deadline: 9/20/2018

Finding

591-1-1-.30(2) requires the Center to provide a safe sleep environment in accordance with American Academy of Pediatrics (AAP), Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials (ASTM) recommendations as listed in these rules for all infants. Center Staff shall place an infant to sleep on the infant's back in a crib unless the Center has been provided a physician's written statement authorizing another sleep position for that particular infant that includes how the infant shall be placed to sleep and a time frame that the instructions are to be followed. When an infant can easily turn over from back to front and back again, Staff shall continue to put the infant to sleep initially on the infant's back but allow the infant to roll over into his or her preferred position and not re-position the infant. Sleepers, sleep sacks and wearable blankets that fit according to the commercial manufacturer's guidelines and will not slide up around the infant's face may be used when necessary for the comfort of the sleeping infant. Swaddling shall not be used unless the Center has been provided a physician's written statement authorizing its use for a particular infant that includes instructions and a time frame for swaddling the infant. Center Staff shall not place objects or allow objects to be placed in or on the crib with an infant such as but not limited to toys, pillows, quilts, comforters, bumper pads, sheepskins, stuffed toys, or other soft items and shall not attach objects or allow objects to be attached to a crib with a sleeping infant, such as, but not limited to, crib gyms, toys, mirrors and mobiles. It was determined based on the consultant's observation that a string was attached to a sleeping infant's pacifier in Classroom F-7 Infants.

POI (Plan of Improvement)

The Center will take all steps necessary to provide a safe sleep environment for infants as listed in these rules; will train Staff to follow these rules; and will monitor for compliance.

Correction Deadline: 9/20/2018

Staff Records

Records Reviewed: 18**Records with Missing/Incomplete Components: 5**

Staff # 1

Met

Date of Hire: 08/24/2016

Staff # 2 Date of Hire: 02/08/2017	Met
Staff # 3 Date of Hire: 08/15/2008	Met
Staff # 4 Date of Hire: 08/14/2013	Met
Staff # 5 Date of Hire: 08/14/2018 <u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	Not Met
Staff # 6 Date of Hire: 05/25/2016 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training	Not Met
Staff # 7 Date of Hire: 07/11/2018	Met
Staff # 8 Date of Hire: 02/16/2018	Met
Staff # 9 Date of Hire: 09/08/2017	Met
Staff # 10 Date of Hire: 09/25/2008 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing	Not Met
Staff # 11 Date of Hire: 08/23/2013	Met
Staff # 12 Date of Hire: 08/15/2008 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training	Not Met
Staff # 13 Date of Hire: 08/15/2009 <u>"Missing/Incomplete Components"</u>	Not Met

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 14 Met
Date of Hire: 08/14/2014

Staff # 15 Met
Date of Hire: 08/15/2008

Staff # 16 Met
Date of Hire: 09/21/2008

Staff # 17 Met
Date of Hire: 08/14/2018

Staff # 18 Met
Date of Hire: 08/15/2008

Staff Credentials Reviewed: 18

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

Not Met

Comment

Director provided four files for employees hired since last visit.

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 a review of records that one provisional employee hired on August 14, 2018, did not have a local background record check and did not have a satisfactory records check determination on file. The provisional employee was required to have fingerprints submitted and processed by September 12, 2018. A one-day-letter was left.

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: 9/20/2018

591-1-1-.14 First Aid & CPR

Not Met

Comment

Please add missing items in the center's first aid kit.

Comment

Please be mindful of training expiration dates and to place all staff members certification cards in file.

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 on a review of records that the director and one staff member hired on August 15, 2009 and September 25, 2008, did not have a current first aid and CPR certification.

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: 10/20/2018

591-1-1-.33 Staff Training

Not Met

Comment

Discussed staff training. Please obtain required documentation. The consultant discussed with the director on organizing a Bright from the Start binder or placing current staff documentations in the front of the files.

Correction Deadline: 9/24/2017

Corrected on 9/20/2018

.33(4) - The previous citation has been corrected on this date. The consultant observed staff training hours for all employees.

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 a review of records that the director and two staff members did not complete ten required hours for the 2017 calendar year.

POI (Plan of Improvement)

Previously Cited: Staff will complete training.

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: 12/31/2018

Recited on 9/20/2018

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

Met

Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

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.