



**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:** 1/29/2020 **VisitType:** Licensing Study **Arrival:** 8:55 AM **Departure:** 1:25 PM

**CCLC-29930**

**Inverness Child Development Center**

300 Inverness Avenue McDonough, GA 30253 Henry County  
 (770) 288-2422 tpatforbes@gmail.com

**Regional Consultant**

April Brown

Phone: (770) 357-5101

Fax: (770) 357-5102

april.brown@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
01/29/2020	Licensing Study	Good Standing	
11/18/2019	Complaint Closure	Good Standing	
11/18/2019	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	Room A - 1st Left	Infants	1	2	C	12	C	NA	NA	Floor Play
Main	Room B - 2nd Left	One Year Olds and Two Year Olds	2	10	C	21	C	NA	NA	Floor Play
Main	Room C - 3rd Left		0	0	C	12	C	NA	NA	Not In Use
Main	Room D - 4th Left	Three Year Olds and Four Year Olds	1	8	C	20	C	NA	NA	Circle Time
Main	Room E - 5th Left	Two Year Olds	2	19	C	20	C	NA	NA	Circle Time
Main	Room F - 3rd Right	Three Year Olds	1	13	C	20	C	NA	NA	TV, Free Play
Main	Room G - 2nd Right	PreK	2	19	C	30	C	NA	NA	Centers
Main	Room H - 1st Right		0	0	C	27	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 162			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 71			Total Capacity @35 sq. ft.: 162							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A - 6 weeks-23 months	13	C
Main	Playground B - 2-5 Year Olds	23	C
Main	Playground C - School Age	59	C

**Comments**

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.

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#### 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](mailto: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.

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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.al.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@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov)

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Tosha Patrick, Program Official

Date

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April Brown, Consultant

Date



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Phone: (404) 657-5562 WWW.DECAL.GA.GOV

### Findings Report

**Date:** 1/29/2020 **VisitType:** Licensing Study

**Arrival:** 8:55 AM

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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 on this date.

**Comment**

Equipment and furniture observed to be properly secured, as applicable on this date.

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

**N/A**

**Comment**

Center does not provide swimming activities at this time. No pool on site on this date.

### 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**

Parent authorizations obtained and completed on this date.

**Comment**

Records were observed to be complete and well organized on this date.

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

Bathrooms observed to be clean and well maintained on this date.

**591-1-1-.19 License Capacity(CR)****Met****Comment**

Licensed capacity observed to be met by the center on this date.

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

Please ensure potentially hazardous equipment, materials and supplies are stored in a locked area inaccessible to children in care. Consultant discussed with the director to ensure that all safety latches under the diaper changing tables and in cabinets are in working order as they contained plastic bags and baby wipes labeled as suffocation hazards.

**Correction Deadline: 1/29/2020**

**591-1-1-.26 Playgrounds(CR)****Met****Comment**

Playground observed to be clean and in good repair on this date.

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

Center menu meets USDA guidelines on this date. Children were served lasagna with meat sauce, garden salad, banana slices, whole grain wheat bread and milk for lunch on this date.

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

Kitchen appears clean and well organized on this date.

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

Staff stated proper knowledge of diapering procedures on this date.

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

Staff were observed to remind children to wash hands on this date.

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

Discussed proper medication documentation and procedures with the director on this date. There were no children in care who were being dispensed medication at this time.

**Policies and Procedures**

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<b>591-1-1-.21 Operational Policies &amp; Procedures</b>	<b>Met</b>
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**Comment**

Program observed to have completed all required emergency drills on this date.

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<b>591-1-1-.27 Posted Notices</b>	<b>Met</b>
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**Comment**

Observed all required posted notices on this date.

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<b>591-1-1-.29 Required Reporting</b>	<b>Met</b>
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**Comment**

Discussed reporting requirements with the director on this date.

	<b>Safety</b>
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<b>591-1-1-.05 Animals</b>	<b>N/A</b>
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**Comment**

Center does not keep animals on premises at this time.

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<b>591-1-1-.11 Discipline(CR)</b>	<b>Met</b>
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**Comment**

Age-appropriate discussion and redirection observed on this date.

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

Center does not participate in field trips at this time.

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<b>591-1-1-.36 Transportation(CR)</b>	<b>Met</b>
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**Comment**

Complete documentation of transportation observed on this date.

**Comment**

Vehicles used for routine transportation had an approved fire extinguisher and first aid kit on this date.

**Technical Assistance**

Please ensure the annual inspections of all vehicles used in routine transportation are completed annually as required. The director reported vehicle with license plate ending in F8601 was not being used at this time. Vehicle with license plate ending in R8819 was completed on January 29, 2019. Vehicle with license plate ending in B5718 was completed on February 1, 2019. Vehicle with license plate ending in U4291 was completed on January 23, 2019. The director reported an appointment had been made for all vehicles to have annual inspections completed by February 6, 2020.

**Correction Deadline: 2/3/2020**

	<b>Sleeping &amp; Resting Equipment</b>
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<b>591-1-1-.30 Safe Sleeping and Resting Requirements(CR)</b>	<b>Met</b>
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**Comment**

Discussed SIDS and infant sleeping position with the director and staff member on this date.

**Comment**

The correct number of mats, sheets and blankets were observed on this date.

	<b>Staff Records</b>
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Staff # 1	Not Met
Date of Hire: 05/06/2019	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 2	Not Met
Date of Hire: 08/04/2011	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 3	Not Met
Date of Hire: 11/04/2013	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 4	Met
Date of Hire: 08/22/2019	
Staff # 5	Met
Date of Hire: 11/25/2019	
Staff # 6	Met
Date of Hire: 02/04/2019	
Staff # 7	Met
Date of Hire: 12/11/2019	
Staff # 8	Met
Date of Hire: 11/12/2019	

**Staff Credentials Reviewed: 2**

<b>591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)</b>	<b>Not Met</b>
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**Comment**

Director provided four files for employees hired since last visit which was completed on November 18, 2019.

**Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on a review of records that staff member #17 that was hired on December 11, 2019 was not ported electronically prior to being employed at the center as required.

**POI (Plan of Improvement)**

**IMMEDIATE CORRECTION** - The Center will ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. 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 CRC rules are maintained. The director electronically ported the staff member on site.

**Correction Deadline: 1/29/2020**

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**591-1-1-.14 First Aid & CPR****Not Met****Comment**

Complete first aid kits observed in center and on vehicles on this date.

**Comment**

Evidence observed of 50% of center staff certified in First Aid and CPR on this date.

**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 four staff members did not complete first aid and CPR training within the first 90 days of employment as required.

**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: 2/28/2020**

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**591-1-1-.33 Staff Training****Not Met****Finding**

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on a review of records four out of 19 staff members did not have 10 hours of annual training for 2019 completed as required.

**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: 2/28/2020**

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**591-1-1-.31 Staff(CR)****Met****Comment**

Staff observed to be compliant with applicable laws and regulations on this date.

<b>Staffing and Supervision</b>
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<b>591-1-1-.32 Staff:Child Ratios and Group Size(CR)</b>	<b>Met</b>
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**Comment**

Center observed to maintain appropriate staff:child ratios on this date.

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<b>591-1-1-.32 Supervision(CR)</b>	<b>Met</b>
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**Comment**

Adequate supervision observed on this date. Consultant discussed with the director to ensure staff members who are supervising in the child care area be alert, able to respond promptly to the needs and actions of the children being supervised as required.