



**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:** 11/3/2022    **VisitType:** Licensing Study    **Arrival:** 11:40 AM    **Departure:** 1:40 PM

**CCLC-30199**

**First Step Learning Center**

1060 Franklin Gateway Marietta, GA 30067 Cobb County  
 (678) 831-0669 firststepcenter@yahoo.com

**Regional Consultant**

Evelyn McBurse

Phone: (770) 405-7958

Fax: (404) 591-5186

evelyn.mcburse@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.
11/03/2022	Licensing Study	Good Standing	
08/25/2022	Complaint Investigation Follow Up	Good Standing	
05/16/2022	Monitoring Visit	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 - Infants - Right Side	Infants	2	6	C	17	C	NA	NA	Nap
Main	Room B - 1 & 2 yr olds - Left Side	One Year Olds	1	5	C	18	C	NA	NA	Nap
Main	Room C - 2 year - Middle Back	Two Year Olds	2	14	C	20	C	NA	NA	Nap
Main	Room D - Pre-K Back Left	Three Year Olds	1	7	C	37	C	NA	NA	Nap
Main	Room E - Front Right	PreK	2	8	C	37	C	NA	NA	Lunch
Main	Room F - Front Left	PreK	2	14	C	37	C	NA	NA	Transitioning, Lunch

Total Capacity @35 sq. ft.: 166

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 54

Total Capacity @35 sq. ft.: 166

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Area B - Younger - Left Side	54	C
Main	Room A - Older - Right Side	115	C

**Comments**

The purpose of this visit was to conduct a licensing study.

Plan of Improvement: No Plan Developed 01/01/0001

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](mailto: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](http://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)

Roma Gambrel, Program Official

Date

Evelyn McBurse, Consultant

Date



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**Findings Report**

**Date:** 11/3/2022 **VisitType:** Licensing Study

**Arrival:** 11:40 AM

**Departure:** 1:40 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**

A variety of equipment and toys were observed throughout the center.

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

**Not Evaluated**

**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.

**Facility**

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

**Comment**

Licensed capacity observed to be routinely met by center.

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

**Comment**

Consultant discussed with director to remove rust observed in the middle sinks in Classroom C and Classroom F.

**Comment**

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

**Comment**

Please secure cleaning tools out of reach of children.

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

**Comment**

Consultant discussed with provider about providing a barrier around cement blocks until the shed is completed on Playground A.

**Comment**

Playground observed to be clean and in good repair.

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**Food Service**

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

**Comment**

Center menu meets USDA guidelines.

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

**Comment**

Kitchen appears clean and well organized.

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**Health and Hygiene**

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

**Comment**

Staff stated proper knowledge of diapering procedures.

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

**Comment**

Staff stated proper knowledge of hand washing and hygiene procedures.

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

**Comment**

The Provider currently does not dispense/administer medication.

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**Policies and Procedures**

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

**Comment**

Observed complete emergency drills.

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

Observed all required posted notices.

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**Safety**

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

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

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**591-1-1-.36 Transportation(CR)****Met****Comment**

A current and completed inspection was observed for vehicle tag #RJN6433.

**Comment**

Complete documentation of transportation observed.

**Comment**

Vehicle tag #RJN6433 had an approved fire extinguisher and first aid kit on this date.

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**Sleeping & Resting Equipment**

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

Discussed SIDS and infant sleeping position.

**Comment**

Pleasant naptime environment observed.

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**Staff Records****Records Reviewed: 12****Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 09/01/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 2	Met
Date of Hire: 08/03/2018	
Staff # 3	Met
Date of Hire: 04/13/2017	
Staff # 4	Met
Date of Hire: 06/24/2013	
Staff # 5	Met
Date of Hire: 11/16/2016	
Staff # 6	Met
Date of Hire: 09/06/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>

**Records Reviewed: 12**

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

Staff # 7 Date of Hire: 06/03/2022	Met
Staff # 8 Date of Hire: 06/27/2017	Met
Staff # 9 Date of Hire: 08/15/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 10 Date of Hire: 08/10/2022	Met
Staff # 11 Date of Hire: 09/13/2016	Met
Staff # 12 Date of Hire: 07/31/2017	Met

**Staff Credentials Reviewed: 8**

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

**Comment**

Director provided four files for employees hired since last visit on August 25, 2022.

**Comment**

Satisfactory comprehensive criminal record checks were observed to be complete for all staff on this date.

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

**Comment**

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

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

**Comment**

Staff 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**

Center observed to maintain appropriate staff:child ratios.

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

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.