



**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:** 5/22/2020    **VisitType:** Licensing Study    **Arrival:** 9:45 AM    **Departure:** 10:45 AM

**CCLC-3023**

**Open Arms Lutheran Child Development Center of Buckhead**

4000 Roswell Rd Atlanta, GA 30342 Fulton County  
 (404) 256-1330 barbara.collins@openarmsbuckhead.org

**Mailing Address**  
 Same

**Regional Consultant**

Emma Smith  
 Phone: (770) 357-5106  
 Fax: (770) 357-5107  
 emma.smith@decal.ga.gov

**Quality Rated:** ★

<b>Compliance Zone Designation</b>		
05/22/2020	Licensing Study	Good Standing
12/03/2019	Monitoring Visit	Good Standing
05/08/2019	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	1:1L Infant I	Infants	1	4	C	15	C	NA	NA	Transitioning,Out side
Main	10:2R down PII	Three Year Olds	2	7	C	19	C	NA	NA	Centers
Main	11:1R down PreK		0	0	C	21	C	NA	NA	Not In Use
Main	12:7R down ASP		0	0	C	33	C	NA	NA	Not In Use
Main	2:2L Toddler I		0	0	C	10	C	NA	NA	Not In Use
Main	3:3L T Tots	One Year Olds	2	6	C	11	C	NA	NA	Transitioning,Out side
Main	4:1R Infant II	Infants	1	4	C	12	C	NA	NA	Transitioning,Out side
Main	5:2R Toddler II	Two Year Olds	2	4	C	12	C	NA	NA	Free Play
Main	6:6R down EPI	Two Year Olds	1	6	C	16	C	NA	NA	Centers,Art
Main	7:5R down EPII		0	0	C	15	C	NA	NA	Not In Use
Main	8:4R down EPIII		0	0	C	21	C	NA	NA	Not In Use
Main	9:3R down PI		0	0	C	18	C	NA	NA	Not In Use

Total Capacity @35 sq. ft.: 203

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 31

Total Capacity @35 sq. ft.: 203

Total Capacity @25 sq. ft.: 0


Building	Playground	Playground Occupancy	Playground Compliance
Main	Preschool	66	C

**Comments**

An Administrative Review was conducted on May 22, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on June 25, 2020 with the Provider. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on June 11, 2020 was reviewed during the virtual inspection.

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.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.decal.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@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

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Barbara Collins Hopkins, Program Official

Date

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Emma Smith, Consultant

Date



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### Findings Report

**Date:** 5/22/2020 **VisitType:** Licensing Study **Arrival:** 9:45 AM **Departure:** 10:45 AM

#### CCLC-3023

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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 Virtual Visit was conducted due to the COVID-19 pandemic. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on this date. A variety of equipment and toys were observed throughout the center.

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

Met

#### Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through there was no pool observed on the property.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Licensed capacity observed to be routinely met by center.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through storage of cleaning supplies and possible hazards were discussed. There were no hazards observed to be accessible to the children this date.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through the director discussed that the center was waiting on more mulch to arrive for the playground to go under the swings. The director stated the children have not been allowed to swing and play in that area.

**Correction Deadline: 12/4/2019****Corrected on 5/22/2020**

.26(9) - A Virtual Visit was conducted due to the COVID-19 pandemic. The previous citation was corrected on this date. During the virtual walk through the playground area was observed and appeared to be in good repair.

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

Center menu meets USDA guidelines.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through food storage was observed. Food was observed to be stored on shelving, separately from cleaning products.

**Health and Hygiene****591-1-1-.07 Children's Health****Defer****Defer**

591-1-1-.07(5)- A Virtual Visit was conducted due to the COVID-19 pandemic. This citation is deferred until the next regulatory visit when the rule correction can be observed in person.

**POI (Plan of Improvement)**

The Center will instruct Staff regarding this safety requirement.

**Correction Deadline: 12/3/2019****591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date. During the virtual walk through the diapering was observed and the provider displayed proper knowledge of the rules and regulations.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements were discussed with the Director on this date.

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

The Provider currently does not dispense/administer medication.

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**Safety**

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**591-1-1-.05 Animals****Met****Comment**

Center does not keep animals on premises.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director on this date.

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**591-1-1-.13 Field Trips(CR)****Met****Comment**

Center does not participate in field trips at this time.

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

A current/completed inspection was observed for all vehicles used in transporting children this date.

**Comment**

The director stated that center has provided transportation within the last twelve months. The last field trip was to Cobb Energy Center on November 15, 2019. The consultant observed complete field trip log and parent permission forms 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**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through SIDS and infant sleeping position was discussed. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date.

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**Staff Records**

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**Records Reviewed: 17****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 02/01/2019

Staff # 2

Met

Date of Hire: 08/05/2019

Staff # 3

Met

**Records Reviewed: 17**

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

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Date of Hire: 10/12/2015

Staff # 4 Met

Date of Hire: 08/07/2017

Staff # 5 Met

Date of Hire: 08/01/2016

Staff # 6 Met

Date of Hire: 07/29/2019

Staff # 7 Met

Staff # 8 Met

Date of Hire: 05/19/2000

Staff # 9 Met

Date of Hire: 04/22/2004

Staff # 10 Met

Date of Hire: 05/31/2011

Staff # 11 Met

Date of Hire: 01/22/2013

Staff # 12 Met

Date of Hire: 12/10/1996

Staff # 13 Met

Date of Hire: 11/18/2014

Staff # 14 Met

Date of Hire: 09/24/2007

Staff # 15 Met

Date of Hire: 07/28/2015

Staff # 16 Met

Date of Hire: 10/02/2017

Staff # 17 Met

Date of Hire: 08/10/2009

**Staff Credentials Reviewed: 12**

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

**Met**

**Comment**

Director provided 2] files for employees hired since last visit.

**Correction Deadline: 12/3/2019**

**Corrected on 5/22/2020**

.09(1)(a) - The previous citation was corrected on this date. The consultant observed criminal record checks to be completed for all staff members on this date.

**Correction Deadline: 12/3/2019**

**Corrected on 5/22/2020**

.09(1)(c) - The previous citation was corrected on this date. The consultant observed criminal record checks to be completed for all staff members on this date.

**Correction Deadline: 12/3/2019**

**Corrected on 5/22/2020**

.09(1)(j) - The previous citation was corrected on this date. The consultant observed criminal record checks to be completed for all staff members on this date.

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

**Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.

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**591-1-1-.33 Staff Training** **Met**

**Comment**

Documentation observed of required staff training.

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

**Comment**

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on June 11, 2020.

**Staffing and Supervision**

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through appropriate ratio was observed in all classrooms on this date.

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through direct supervision was observed.