



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: 12/11/2018 **VisitType:** Licensing Study

Arrival: 10:15 AM

Departure: 1:45 PM

CCLC-3080

First United Methodist Early Learning Center

353 Main Street Thomson, GA 30824 McDuffie County
 (706) 595-0403 Annemarie@thomsonfumc.org

Regional Consultant

Valarie Musselwhite

Phone: (770) 357-9988

Fax: (678) 302-2440

valarie.musselwhite@decal.ga.gov

Mailing Address

323 Church Street
 Thomson, GA 30824

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.
12/11/2018	Licensing Study	Good Standing	
04/17/2018	Monitoring Visit	Good Standing	
10/13/2017	Licensing Study	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 R Hall 1st R Room	One Year Olds and Two Year Olds	2	16	C	17	C	NA	NA	Outside	
Main	Room B 1st R Hall 2nd R Room	Two Year Olds	1	10	C	17	C	NA	NA	Outside	
Main	Room C 1st R Hall 3rd R Room		0	0	C	16	C	NA	NA		
Main	Room D 1st R Hall 4th R Room		0	0	C	18	C	NA	NA		
Main	Room E 2nd R Hall 4th L Room	One Year Olds	2	16	C	18	C	NA	NA	Nap,Diapering	
Main	Room F 2nd R Hall 3rd L Room	Infants	2	7	C	17	C	NA	NA	Feeding,Nap,Flo or Play	
Main	Room G 2nd R Hall 2nd L Room	Three Year Olds	2	12	C	17	C	NA	NA	Centers	
Main	Room H 2nd R Hall 1st L Room	Three Year Olds	1	14	C	17	C	NA	NA	Centers	
Total Capacity @35 sq. ft.:						137	Total Capacity @25 sq. ft.:				0
Total # Children this Date: 75			Total Capacity @35 sq. ft.:			137	Total Capacity @25 sq. ft.:				0

Building	Playground	Playground Occupancy	Playground Compliance
Main	1 Preschool	81	C
Main	2 Toddler	16	C

Comments

The consultant and director discussed proper ventilation after diapering. The center submitted an amendment for a name change during the visit.

Plan of Improvement: Developed This Date 12/11/2018

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.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

Anne Marie Thomas, Program Official

Date

Valarie Musselwhite, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Technical Assistance

Technical Assistance

591-1-1-.03(1) - Please ensure children are given toys or activities when sitting at the table and transitioning between activities.

Correction Deadline: 12/11/2018

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: 1

Child # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Doctor, Clinic, Phone Numbers	
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. Please see children record page for needed information.

Facility

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)

Technical Assistance

Technical Assistance

591-1-1-.25(13) - Please ensure the cabinet under the sink in Room A remains locked at all times.

Correction Deadline: 12/11/2018

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

Technical Assistance

Technical Assistance

591-1-1-.26(6) - Please ensure staff are bringing a variety of age appropriate toys for all children when playing in the gym.

Correction Deadline: 12/21/2018

Health and Hygiene

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

Not Met

Finding

591-1-1-.10(1) requires Centers first licensed after March 1, 1991, and Centers that are renovated after March 1, 1991, to provide ventilation in the diapering areas with functioning exhaust fans and a duct system or by the required amount of window space provided by operable windows when open. It was determined based on an observation that staff in Room E did not open a window or attempt to ventilate the classroom after changing a soiled diaper. The classroom had a strong odor.

POI (Plan of Improvement)

The responsible person(s) at the center will ensure that the exhaust fans and duct systems are functioning or that the required amount of operable window space is provided in each diapering area.

Correction Deadline: 12/11/2018

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

Technical Assistance

Technical Assistance

591-1-1-.17(7) - Please ensure staff are washing children's hands with warm running water and soap after diapering.

Correction Deadline: 12/11/2018

591-1-1-.20 Medications(CR)

Met

Comment

Documentation for medication dispensing observed complete.

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) **Met**

Comment
Field trip documentation observed to be complete.

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) **Met**

Comment
Pleasant naptime environment observed.

Staff Records

Records Reviewed: 22 **Records with Missing/Incomplete Components: 13**

Staff # 1 Met
Date of Hire: 03/13/2017

Staff # 2 Not Met
Date of Hire: 09/16/1998

"Missing/Incomplete Components"
.33(5)-10 Hrs. Annual Training

Staff # 3 Not Met
Date of Hire: 02/24/2012

"Missing/Incomplete Components"
.33(5)-10 Hrs. Annual Training

Staff # 4 Met
Date of Hire: 10/03/2018

Staff # 5 Not Met
Date of Hire: 01/31/2014

"Missing/Incomplete Components"
.33(5)-10 Hrs. Annual Training

Staff # 6 Met

Date of Hire: 04/10/2018

Staff # 7

Not Met

Date of Hire: 03/05/2018

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 8

Met

Date of Hire: 10/17/2018

Staff # 9

Not Met

Date of Hire: 05/03/2014

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 10

Not Met

Date of Hire: 09/10/2018

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 11

Not Met

Date of Hire: 08/15/2005

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 12

Not Met

Date of Hire: 11/15/2018

"Missing/Incomplete Components"

.33(4)-Food Prep Training Missing 4 hrs.,.24(1)-Evidence of Orientation Missing

Staff # 13

Met

Date of Hire: 06/27/2017

Staff # 14

Not Met

Date of Hire: 05/13/2011

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 15

Met

Date of Hire: 11/15/2018

Staff # 16

Met

Date of Hire: 08/08/2018

Staff # 17

Not Met

Date of Hire: 08/08/2018

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 18

Met

Date of Hire: 07/30/2018

Staff # 19

Not Met

Date of Hire: 05/01/2017

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 20

Not Met

Date of Hire: 03/23/2009

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 21

Met

Date of Hire: 09/28/2016

Staff # 22

Not Met

Date of Hire: 10/21/2009

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff Credentials Reviewed: 22

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

Criminal record checks were observed to be complete.

591-1-1-.14 First Aid & CPR**Not Met****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 three new staff did not obtain First Aid and CPR training within the first 90 days of hire.

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: 1/31/2019

591-1-1-.24 Personnel Records**Technical Assistance**

Technical Assistance

591-1-1-.24(1) - Please ensure all staff have a personnel file and all staff files are given to the consultant when checking records.

Correction Deadline: 12/16/2018

591-1-1-.33 Staff Training

Not Met

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 nine of twenty staff did not obtain the required ten hours of annual training for 2017.

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 for 2018.

Correction Deadline: 12/31/2018

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.