



**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:** 2/20/2019    **VisitType:** Complaint Investigation & Monitoring Visit    **Arrival:** 8:30 AM    **Departure:** 3:35 PM

**CCLC-31249**

**The Right Start Early Learning Center II**

509 Bavarian Drive Palmetto, GA 30268 Coweta County  
 (770) 463-8723 lulamemminger@comcast.net

**Regional Consultant**

Laura Swann

Phone: (706) 855-3454

Fax: (706) 434-7641

laura.swann@dec.al.ga.gov

**Mailing Address**  
 Same

**Quality Rated:** ★ ★ ★

| <u>Compliance Zone Designation</u> |  |               | <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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|------------------------------------|--|---------------|--|
| 02/20/2019                         | Complaint Investigation & Monitoring Visit | Support       |  |
| 11/26/2018                         | Licensing Study                            | Good Standing |  |
| 01/16/2018                         | 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                           | Rm A 1st Left  | Three Year Olds and Four Year Olds | 1                              | 8        | C    | 21                             | C            | 29         | C            | Art                  |
| Main                           | Rm B Middle    | One Year Olds and Two Year Olds    | 1                              | 10       | NC   | 14                             | C            | 19         | C            | Floor Play           |
| Main                           | Rm C Front     | Infants and One Year Olds          | 1                              | 3        | C    | 11                             | C            | NA         | NA           | Floor Play, Nap      |
| Main                           | Rm D Back Rear | PreK                               | 2                              | 15       | C    | 25                             | C            | 36         | C            | Centers, Circle Time |
| Total Capacity @35 sq. ft.: 71 |                |                                    | Total Capacity @25 sq. ft.: 95 |          |      |                                |              |            |              |                      |
| Total # Children this Date: 36 |                |                                    | Total Capacity @35 sq. ft.: 71 |          |      | Total Capacity @25 sq. ft.: 95 |              |            |              |                      |

| Building | Playground         | Playground Occupancy | Playground Compliance |
|----------|--------------------|----------------------|-----------------------|
| Main     | Playground A Large | 103                  | C                     |
| Main     | Playground Toddler | 19                   | C                     |

**Comments**

Plan of Improvement: To Be Submitted 02/26/2019

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/RuleAndRegulations.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.state.ga.us](mailto: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.

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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.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](mailto:qualityrated@dec.state.ga.us)

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Lula Memminger, Program Official

Date

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Laura Swann, Consultant

Date



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### Findings Report

**Date:** 2/20/2019 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 8:30 AM **Departure:** 3:35 PM

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The following information is associated with a Monitoring Visit:

### 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)**

**Met**

**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**

**Correction Deadline: 11/26/2018**

**Corrected on 2/20/2019**

**.08(1) - Correction observed on this date.**

591-1-1-.06 Bathrooms

Met

Comment

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

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)

Not Met

Finding

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that hazards were accessible to children in the following classrooms:  
Classroom B- There was disinfecting wipes, trash bags, plastic grocery sacks, Febreeze air freshener spray and Eucerin moisture cream under the diaper changing table in an unlocked cabinet.  
Classroom D- There was Germ-X hand sanitizer and a tape dispenser on top of the cubbies and there was a tape dispenser, a stapler, Betta Safe liquid drops, brads and wite out In the top storage area.

Correction Deadline: 2/20/2019

Recited on 2/20/2019

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

Met

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

591-1-1-.07 Children's Health

Not Met

Finding

591-1-1-.07(5) requires Center Staff to not permit children to wear around their necks or attach to their clothing pacifiers or other hazardous items. It was determined based on observation that two children in classroom C front had pacifiers attached to their clothing with a strap.

Correction Deadline: 2/20/2019

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

Proper diapering procedures observed.

**591-1-1-.17 Hygiene(CR)****Not Met****Finding**

591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on observation that children in classroom A first left did not wash their hands before lunch and before snack as required.

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**Correction Deadline: 2/20/2019****591-1-1-.20 Medications(CR)****Met****Comment**

Documentation for medication dispensing observed complete.

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

Age-appropriate discussion and/or redirection observed.

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

Complete documentation of transportation observed.

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

Pleasant naptime environment observed.

**Staff Records****Records Reviewed: 7****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 09/08/2017

Staff # 2

Met

Date of Hire: 09/10/2010

**Records Reviewed: 7**

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

|                          |     |
|--------------------------|-----|
| Staff # 3                | Met |
| Date of Hire: 12/12/2007 |     |
| Staff # 4                | Met |
| Date of Hire: 09/01/2010 |     |
| Staff # 5                | Met |
| Date of Hire: 08/01/2017 |     |
| Staff # 6                | Met |
| Date of Hire: 09/10/2018 |     |
| Staff # 7                | Met |
| Date of Hire: 09/17/2010 |     |

**Staff Credentials Reviewed: 7**

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

**Not Met**

**Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that a staff member hired August 15, 2018, that resigned February 12, 2019, had worked at the center without submitting a records check application to the Department and Fingerprints to an authorized fingerprinting site.

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**Correction Deadline: 2/20/2019**

**Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that a staff member hired August 15, 2018, that resigned February 12, 2019, had worked at the center without submitting a records check application to the Department and Fingerprints to an authorized fingerprinting site.

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**Correction Deadline: 2/20/2019**

**Finding**

591-1-1-.09(1)(d) requires the Center to ensure that every Provisional Employee has a valid and current satisfactory Fingerprint Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center and must be supervised at all times by a Director or Employee with a valid and current satisfactory Comprehensive Records Check Determination. The Fingerprint Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Provisional Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Fingerprint Records Check Determination is required. It was determined based on a review of records and observation that a provisional employee staff # 5 hired August 1, 2017, was not supervised by staff with a satisfactory Comprehensive Records Check Determination in classroom B middle.

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**Correction Deadline: 2/20/2019**

**Technical Assistance**

591-1-1-.09(1)(h) - Consultant reviewed with the director that provisional staff #5 needed to submit necessary documents required with all states outside of Georgia that staff had lived within the last five years. Staff #5 will need to follow-up with states to ensure documents are received and submitted to BFTS in a timely manner. Consultant will follow-up within 45 days with provisional staff.

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**Correction Deadline: 2/20/2019**

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

**Not Met**

**Finding**

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on a review of records that a staff hired September 18, 2018, had not completed the required health and safety training within the first 90 days of employment.

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**Correction Deadline: 3/22/2019**

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**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.

|                                 |
|---------------------------------|
| <b>Staffing and Supervision</b> |
|---------------------------------|

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

**Not Met**

**Finding**

591-1-1-.32(2) requires the Center maintain Staff:child ratios in mixed-age groups based on the age of the youngest group of children that includes more than twenty percent of the total number of children in the mixed-age group. It was determined based on observation and a staff statement that there was one staff with seven one-year-olds and three two-year-olds in classroom B. One additional staff was required.

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**Correction Deadline: 2/20/2019**

**Recited on 2/20/2019**

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

**Met**

**Comment**

Adequate supervision observed on this date.