



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: 10/3/2019 **VisitType:** Licensing Study **Arrival:** 9:15 AM **Departure:** 2:00 PM

CCLC-3158

Wee Care Early Learning Center, Inc.

4200 Washington Road East Point, GA 30344 Fulton County
 (404) 762-1108 weecareearly@yahoo.com

Regional Consultant

Michelle Smith

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Mailing Address

Same

Quality Rated: ★

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.
10/03/2019	Licensing Study	Good Standing	
06/13/2019	Complaint Closure	Good Standing	
05/13/2019	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	Back Right	Two Year Olds	1	9	C	18	C	NA	NA	Not In Use
Main	Cafeteria	One Year Olds and Two Year Olds and Three Year Olds	4	27	NC	16	NC	22	NC	Lunch
Main	Far Left	Infants	2	5	C	15	C	NA	NA	Feeding, Floor Play
Main	Front Left	One Year Olds	1	4	C	7	C	NA	NA	Lunch
Main	Front Right		0	0	C	11	C	NA	NA	Not In Use
Main	Left Front Bldg	Four Year Olds	1	11	C	56	C	78	C	Lunch
Total Capacity @35 sq. ft.: 123			Total Capacity @25 sq. ft.: 151							
Total # Children this Date: 56			Total Capacity @35 sq. ft.: 123							
			Total Capacity @25 sq. ft.: 151							

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

The purpose of this visit was to conduct a Licensing Study as follow up to the visit conducted 1.28.19. Consultant discussed with Center Director the CRC rules and regulations regarding Center Owners and Staff. Consultant issued a 45-day letter and a video affidavit to Provider. Consultant discussed and reviewed report with Center Director on this date. Consultant emailed a revised copy of the cover page to Provider on 10.18.19.

Plan of Improvement: To Be Submitted 10/25/2019

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.

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

Devida Dixon, Program Official

Date

Michelle Smith, Consultant

Date



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Findings Report

Date: 10/3/2019 VisitType: Licensing Study

Arrival: 9:15 AM

Departure: 2:00 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Not Met

Finding

591-1-1-.03(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development. The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. It was determined based on observation that lesson plans were not posted in the Far Left and Front Right Classrooms as required by the Department.

Correction Deadline: 10/7/2019

591-1-1-.12 Equipment & Toys(CR)

Technical Assistance

Technical Assistance

591-1-1-.12(1) - Consultant discussed with Center Director and Staff to ensure that children are strapped while at the feeding table. Consultant observed working straps in all of the feeding chairs.

Correction Deadline: 10/3/2019

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

N/A

Comment

Center does not provide swimming activities.

Facility

Technical Assistance

591-1-1-.06(1) - Consultant discussed with Center Director to ensure that the far right toilet in the far right hallway is working properly by October 11, 2019. Provider stated that the toilet broke on earlier in the week.

Correction Deadline: 11/2/2019

591-1-1-.19 License Capacity(CR)**Not Met****Finding**

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on observation that the Cafeteria had 27 children present, when the license capacity was 22. Consultant observed the appropriate ratios during observation.

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Correction Deadline: 10/3/2019

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 Center Staff personal bags were accessible in the Front Right and Back Right Classrooms which poses potential hazards to children in care. In addition, remove one glass fish tank in the Left Front Bldg.

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Correction Deadline: 10/3/2019

591-1-1-.26 Playgrounds(CR)**Not Met****Finding**

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on observation that a four (4) foot gap was present at the bottom of the fence near the rear of the playground, behind the basketball court which poses a potential entrapment hazard.

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Correction Deadline: 10/3/2019

Finding

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that the following hazards were accessible on the playground:
-chipping paint on the yellow ladder attached to the blue and red slide near the rear of playground
-un level ground behind the concrete basketball goal, the ground was not leveled with the ground and cement
-one rail not completely anchored in the ground to completely cover drainage

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Correction Deadline: 10/3/2019

Food Service

591-1-1-.18 Kitchen Operations

Not Met

Finding

591-1-1-.18(8) requires that containers of food be stored above the floor on clean surfaces protected from splash and other contamination. Containers for food storage other than the original container or package in which the food was obtained shall be impervious and non-absorbent, have tight-fitting lids or covers and labeled as to contents. It was determined based on observation that several food items were not labeled with a description of the food stored.

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Correction Deadline: 10/3/2019

Health and Hygiene

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

Met

Comment

Proper diapering procedures observed.

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

Met

Comment

Proper hand washing observed throughout the center.

591-1-1-.20 Medications(CR)**Not Met****Finding**

591-1-1-.20(3) requires the Center to maintain a record of medication dispensed that includes the date, time and amount of medication, any noticeable adverse reaction, and the signature or initials of the person administering the medication. It was determined based on review of records that one authorization form did not have the date(s) to administering medication as required.

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Correction Deadline: 10/4/2019

Policies and Procedures

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

Program observed complete emergency drills

Safety

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**

Center does not participate in field trips at this time.

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

Complete documentation of transportation observed.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position.

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Technical Assistance

591-1-1-.30(2) - Consultant discussed with Center Staff to ensure that infants are not repositioned when the roll over.

Correction Deadline: 10/3/2019

Records Reviewed: 11

Records with Missing/Incomplete Components: 4

Staff # 1	Met
Date of Hire: 08/06/2019	
Staff # 2	Met
Date of Hire: 07/20/2010	
Staff # 3	Met
Date of Hire: 10/06/2010	
Staff # 4	Met
Date of Hire: 05/05/2004	
Staff # 5	Met
Date of Hire: 08/05/2016	
Staff # 6	Met
Date of Hire: 07/29/2019	
Staff # 7	Met
Date of Hire: 05/06/2013	
Staff # 8	Not Met
Date of Hire: 05/14/2019	
<u>"Missing/Incomplete Components"</u>	
.33(6)-Training Documentation Missing	
Staff # 9	Not Met
Date of Hire: 07/16/2019	
<u>"Missing/Incomplete Components"</u>	
.33(6)-Training Documentation Missing	
Staff # 10	Not Met
Date of Hire: 09/06/2019	
<u>"Missing/Incomplete Components"</u>	
.33(6)-Training Documentation Missing	
Staff # 11	Not Met
Date of Hire: 03/29/2019	
<u>"Missing/Incomplete Components"</u>	
.24(1)-10 Yr. Work History Missing	

Staff Credentials Reviewed: 7

Comment

Consultant observed 14 of 15 Center Staff to have valid Satisfactory Comprehensive Criminal Records Determination letters issued by the Department as required.

Technical Assistance

591-1-1-.09(1)(c) - Consultant discussed with Center Director to ensure that two (2) Center Owners have updated Criminal Records Check letter prior to be present at the facility while children are present for care.

Correction Deadline: 10/3/2019

Technical Assistance

591-1-1-.09(1)(h) - Consultant discussed with Center Director to ensure that one Center Staff remains in compliance with obtaining the out of state Criminal Records Check information for one U.S state outside of Georgia.

Correction Deadline: 10/3/2019

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

Complete first aid kits observed in center and on vehicles.

Comment

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

591-1-1-.24 Personnel Records**Not Met****Finding**

591-1-1-.24(1) requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation; It was determined based on review of records that two (2) of 15 Center Staff did not complete the 10 year work history as required.

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Correction Deadline: 10/8/2019

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

591-1-1-.33(1) requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task. It was determined based on review of records that three (3) of 15 Center Staff did not complete the required orientation prior to be assigned to a task with children.

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Correction Deadline: 10/4/2019

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

Correction Deadline: 6/13/2019

Corrected on 10/3/2019

.32(2) - Consultant observed appropriate ratios as required on this date.

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

Met

Comment

Adequate supervision observed on this date.