



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: 1/15/2019 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 10:00 AM **Departure:** 3:05 PM

CCLC-31603

Universal Love Daycare & Learning Center

2807 Regency Blvd Augusta, GA 30904 Richmond County
 (706) 733-3600 univallove06@yahoo.com

Regional Consultant

Melyn Smith

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 melyn.smith@dec.al.ga.gov

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.
01/15/2019	Complaint Closure	Good Standing	
01/15/2019	Complaint Investigation & Monitoring Visit	Good Standing	
01/14/2019	Complaint Closure	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	A- 1st Right	One Year Olds	2	16	C	16	C	NA	NA	Music, Transitioning	
Main	B- 2nd Right	Infants and One Year Olds	2	9	C	15	C	NA	NA	Nap, Floor Play	
Main	C- 3rd Right	Three Year Olds and Four Year Olds	1	15	C	18	C	NA	NA	Centers	
Main	D- 4th Right	Three Year Olds and Four Year Olds	1	15	C	29	C	NA	NA	Centers	
Main	E- 3rd Left		0	0	C	40	C	NA	NA		
Main	F- 2nd Left	PreK	2	22	C	30	C	NA	NA	Centers	
Main	G- 1st Left	Two Year Olds	3	27	C	27	C	NA	NA	Centers, Diapering	
Total Capacity @35 sq. ft.: 175						Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 104						Total Capacity @35 sq. ft.: 175					Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG- 1st Playground	51	C
Main	PG- 2nd Left Playground	30	C
Main	PG- Right Playground	19	C
Main	PG-Back Playground	86	C

Comments

Plan of Improvement: Developed This Date 01/15/2019

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.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.

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.

- 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.

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.al.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@dec.al.ga.gov

Judy Mitchell, Program Official

Date

Melyn Smith, Consultant

Date



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Findings Report

Date: 1/15/2019 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 10:00 AM **Departure:** 3:05 PM

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Technical Assistance

Comment

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

Technical Assistance

591-1-1-.12(2) - Please remove or repair vinyl furniture when tears are observed with foam exposed.

Correction Deadline: 1/15/2019

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

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 10

Records with Missing/Incomplete Components: 3

Child # 1 Met

Child # 2 Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing,.08(3)-Name of Release Person Missing

Child # 3 Met

Child # 4 Met

Child # 5 Met

Child # 6	Met
Child # 7	Met
Child # 8	Met
Child # 9	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(3)-Address of Release Person Missing,.08(3)-Name of Release Person Missing,.08(1)-Emergency Contact information Missing	

Child # 10	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(3)-Address of Release Person Missing,.08(3)-Name of Release Person Missing	

591-1-1-.08 Children's Records

Not Met

Finding

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined, based on review of records, that three of ten children's files reviewed were lacking information for the release persons. It was further determined that one of ten children's files reviewed was lacking information for the emergency contact on this date.

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 1/18/2019

	Facility
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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)

Met

Comment

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

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

Met

Comment

Playground observed to be clean and in good repair.

Food Service

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

Not Met

Finding

591-1-1-.15(3) requires baby bottles and formula to be labeled with the individual child's name; supplied by the Parent daily in bottles; and refrigerated at a temperature of forty (40) degrees Fahrenheit or less. Only the current day's formula or breast milk shall be served. If formula must be provided by the Center, only commercially prepared, ready-to-feed formula shall be used. Refrigerated or frozen breast milk shall only be heated or thawed under warm running water or in a container of warm water. It was determined, based on observation, that a can of powder formula was observed in Room B - 2nd Right on this date. Staff stated that the powder formula is used by staff to prepare bottles in the late afternoons, as needed.

POI (Plan of Improvement)

The Center will train Staff to follow the required procedures, ensure that parents are fully informed, and will review and monitor regularly.

Correction Deadline: 1/15/2019

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)

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)

Not Met

Finding

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined, based on review of records, that a second check of the vehicle was not documented at the end of morning routine transportation upon return to the center from Deer Chase Elementary, Tobacco Road Elementary, Windsor Spring Elementary, and Diamond Lakes Elementary on January 15, 2019.

POI (Plan of Improvement)

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

Correction Deadline: 1/15/2019

Finding

591-1-1-.36(8) restricts a child's travel time to forty-five minutes on each trip between the Center and destination unless accompanied by the Parent and excluding field trips. It was determined, based on review of records, that children's travel time exceeded forty-five minutes during afternoon routine transportation to the center from Barton Chapel Elementary and Windsor Spring Elementary during the week of January 7, 2019.

POI (Plan of Improvement)

The center will ensure that the travel time is no more than forty-five minutes on each trip.

Correction Deadline: 1/16/2019

Sleeping & Resting Equipment

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

Not Met

Finding

591-1-1-.30(1)(a)3 requires that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. It was determined, based on observation and staff statement, that staff stated that crib sheets are changed every Friday or more often if soiled, when it is required for crib sheet to be changed at least daily or more often as needed.

POI (Plan of Improvement)

The center will ensure that each crib has an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant.

Correction Deadline: 1/15/2019

Finding

591-1-1-.30(1)(b)1 requires that cots and mats are of sound construction and of sufficient size to accommodate comfortably the size and weight of the child; and that mats are in good repair, washable, covered with a waterproof material and at least two inches (2") thick. It was determined, based on observation, that mats were observed to have tears with foam exposed in Room F - 2nd Left, which prevented the mats from being able to be cleaned or sanitized as required.

POI (Plan of Improvement)

The Center will ensure that cots and mats are of sound construction and of sufficient size to accommodate the size and weight of the child and mats are in good repair, washable, covered with a waterproof material and is at least two inches thick.

Correction Deadline: 1/15/2019

Staff Records

Records Reviewed: 20

Records with Missing/Incomplete Components: 0

Staff # 1 Met

Date of Hire: 08/30/2018

Staff # 2 Met

Date of Hire: 03/06/2018

Staff # 3 Met

Date of Hire: 12/21/2081

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 4 Date of Hire: 04/18/2018	Met
Staff # 5 Date of Hire: 01/03/2019	Met
Staff # 6 Date of Hire: 08/06/2018	Met
Staff # 7 Date of Hire: 01/20/2015	Met
Staff # 8 Date of Hire: 03/16/2018	Met
Staff # 9 Date of Hire: 07/01/2007	Met
Staff # 10 Date of Hire: 09/01/2017	Met
Staff # 11 Date of Hire: 10/15/2018	Met
Staff # 12 Date of Hire: 08/20/2018	Met
Staff # 13 Date of Hire: 10/01/2013	Met
Staff # 14 Date of Hire: 08/01/2018	Met
Staff # 15 Date of Hire: 03/29/2018	Met
Staff # 16 Date of Hire: 04/06/2011	Met
Staff # 17 Date of Hire: 08/06/2018	Met
Staff # 18 Date of Hire: 05/22/2018	Met

Records Reviewed: 20

Records with Missing/Incomplete Components: 0

Staff # 19 Met
Date of Hire: 03/29/2018

Staff # 20 Met
Date of Hire: 10/03/2018

Staff Credentials Reviewed: 20

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

Comment
Criminal record checks were observed to be complete.

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
Adequate supervision observed on this date.

The following information is associated with a Complaint Investigation Visit:

Children's Records

Records Reviewed: 10

Records with Missing/Incomplete Components: 3

Child # 1	Met
Child # 2	Not Met
<u>"Missing/Incomplete Components"</u> .08(3)-Address of Release Person Missing,.08(3)-Name of Release Person Missing	
Child # 3	Met
Child # 4	Met
Child # 5	Met
Child # 6	Met
Child # 7	Met

Records Reviewed: 10

Records with Missing/Incomplete Components: 3

Child # 8

Met

Child # 9

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing,.08(3)-Name of Release Person Missing,.08(1)-Emergency Contact information Missing

Child # 10

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing,.08(3)-Name of Release Person Missing

591-1-1-.08 Children's Records

Not Met

Correction Deadline: 1/14/2019

Corrected on 1/15/2019

.08(6) - Previous citation corrected, based on review of records, in that the center had children's daily arrival and departure records available for review on this date.