



**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:** 11/5/2019 **VisitType:** Monitoring Visit

**Arrival:** 8:45 AM

**Departure:** 2:20 PM

**CCLC-33231**

**University Childcare Center**

111 Bowstrom Road Athens, GA 30602 Clarke County  
 (706) 227-5316 astough@uga.edu

**Regional Consultant**

Kelly Jones

Phone: (770) 357-7062

Fax: (770) 357-7061

kelly.jones@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★ ★

<b>Compliance Zone Designation</b>			<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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
11/05/2019	Monitoring Visit	Good Standing	
06/12/2019	Licensing Study	Good Standing	
10/25/2018	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	110(infants)	Infants	2	4	C	13	C	NA	NA	Feeding,Nap,Floor Play
Main	111	Four Year Olds and Five Year Olds	2	11	C	18	C	NA	NA	Centers
Main	112(infants)	Infants	2	5	C	12	C	NA	NA	Floor Play,Feeding,Diapering,Free Play
Main	113	Three Year Olds and Four Year Olds	2	12	C	18	C	NA	NA	Transitioning,Story
Main	115		0	0	C	17	C	NA	NA	
Main	117		0	0	C	22	C	NA	NA	
Main	119	Two Year Olds	2	9	C	15	C	NA	NA	Transitioning,Story,Music
Main	120	Infants and One Year Olds	3	7	C	17	C	NA	NA	Free Play,Diapering
Main	121	Two Year Olds	2	7	C	15	C	NA	NA	Transitioning,Free Play
Main	122	One Year Olds	2	7	C	14	C	NA	NA	Free Play,Floor Play
Main	123		0	0	C	15	C	NA	NA	
Main	124		0	0	C	16	C	NA	NA	
Main	125		0	0	C	15	C	NA	NA	

	Total Capacity @35 sq. ft.: 207	Total Capacity @25 sq. ft.: 0
Total # Children this Date: 62	Total Capacity @35 sq. ft.: 207	Total Capacity @25 sq. ft.: 0


Building	Playground	Playground Occupancy	Playground Compliance
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**Comments**

The purpose for this visit was to conduct a monitoring visit and to follow-up on the previous visit conducted on June 12, 2019.

Plan of Improvement: Developed This Date 11/05/2019

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/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](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.

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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Ashley Stough, Program Official

Date

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Kelly Jones, Consultant

Date



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### Findings Report

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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.

#### 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)** **Met**

**Comment**

No hazards observed accessible to children on this date.

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

**Comment**

Playground observed to be clean and in good repair.

#### Health and Hygiene

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

**Comment**

Proper diapering procedures observed.

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

**Comment**

Proper hand washing observed throughout the center.

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

**Comment**

Documentation for medication dispensing observed complete.

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**Safety**

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

**Comment**

Staff were observed to maintain a positive learning environment on this date.

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

**Comment**

Center does not provide routine transportation.

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**Sleeping & Resting Equipment**

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

**Correction Deadline: 6/14/2019**

**Corrected on 11/5/2019**

**.30(1)(b)1 - The previous citation was observed to be corrected on this date. The consultant observed mats throughout the center to be clean and in good repair.**

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**Staff Records**

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**Records Reviewed: 22**

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

Staff # 1	Met
Date of Hire: 10/09/2017	
Staff # 2	Met
Date of Hire: 04/12/2018	
Staff # 3	Met
Date of Hire: 01/03/2012	
Staff # 4	Met
Date of Hire: 02/23/2012	
Staff # 5	Met
Date of Hire: 03/01/2017	
Staff # 6	Met
Staff # 7	Met

Date of Hire: 02/14/2017

Staff # 8 Met

Date of Hire: 08/05/2019

Staff # 9 Met

Date of Hire: 04/10/2017

Staff # 10 Met

Date of Hire: 02/04/2012

Staff # 11 Met

Date of Hire: 07/21/2017

Staff # 12 Met

Date of Hire: 08/05/2019

Staff # 13 Met

Date of Hire: 08/05/2019

Staff # 14 Met

Date of Hire: 08/05/2019

Staff # 15 Met

Date of Hire: 09/05/2019

Staff # 16 Met

Date of Hire: 05/06/2013

Staff # 17 Met

Date of Hire: 09/11/2013

Staff # 18 Met

Date of Hire: 08/05/2019

Staff # 19 Met

Date of Hire: 03/13/2018

Staff # 20 Met

Date of Hire: 01/21/2019

Staff # 21 Met

Date of Hire: 05/11/2012

Staff # 22 Met

Date of Hire: 07/09/2019

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

**Not Met**

**Comment**

Director provided 8 files for employees hired since last visit.

**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 review of records that staff #2, date of hire November 26, 2018 and teacher, did not have a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present while children were present. The staff member was not on premises during the visit on this date. The consultant verified that staff member #2 submitted a criminal record check application to the Department on June 4, 2019 and received a satisfactory National Records Check Determination as of June 5, 2019. However, staff member #2 was pending their out of state results. The consultant further confirmed via KOALA Outback that staff member #2's National Records Check Determination expired on August 15, 2019. A one-day letter was left on this date.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will complete and follow-up 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. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will follow-up to ensure the CRC rules are maintained.

**Correction Deadline: 11/5/2019**

**Finding**

591-1-1-.09(1)(l)3. requires the Center to immediately require a new Comprehensive Records Check Determination for a Director, Employee or Provisional Employee at least once every five years. It was determined based on review of records that staff member #2, date of hire November 26, 2018 and teacher, National Records Check Determination expired on August 15, 2019. The consultant verified that staff member #2 submitted a criminal record check application to the Department on June 4, 2019 and received a satisfactory National Records Check Determination as of June 5, 2019. However, staff member #2 was pending their out of state results. The consultant further confirmed via KOALA Outback that staff member #2's National Records Check Determination expired on August 15, 2019. A one-day letter was left on this date.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will monitor the expiration dates of all staff members' records check determination to ensure that each Director, Employee and Provisional Employee has a Comprehensive Records Check Determination on file that has been issued within the past five years. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will ensure that the staff member's out of state results are submitted and follow-up on the status of their criminal record check application to ensure CRC rules are maintained.

**Correction Deadline: 11/5/2019**

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staffing and Supervision**

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

Center observed to maintain appropriate staff:child ratios.

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

Center observed to maintain appropriate staff:child ratios.