



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: 11/6/2020 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 11:50 AM

CCLC-3361

First School of First Baptist

308 Clairmont Avenue Decatur, GA 30030 DeKalb County
 (404) 370-7688 HHOLLAND@FBCDECATUR.COM

Regional Consultant

Verlyn Gant

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verlyn.gant@decal.ga.gov

Mailing Address

Same

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.
11/06/2020	Licensing Study	Good Standing	
01/02/2020	Licensing Study	Good Standing	
06/26/2019	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	101	Two Year Olds	2	8	C	17	C	NA	NA	Circle Time
Main	102	Two Year Olds	2	11	C	18	C	NA	NA	Free Play,Floor Play
Main	103	One Year Olds	2	8	C	17	C	NA	NA	Free Play,Music
Main	104		0	0	C	20	C	NA	NA	
Main	106	One Year Olds	2	9	C	17	C	NA	NA	Free Play
Main	110		0	0	C	12	C	17	C	
Main	112	Infants	3	7	C	15	C	NA	NA	Floor Play,Free Play
Main	114	Four Year Olds	1	5	C	15	C	NA	NA	Clean Up
Main	115	PreK	1	11	C	12	C	NA	NA	Centers
Main	116	Three Year Olds	1	10	C	13	C	NA	NA	Art
Main	117	PreK	1	9	C	13	C	NA	NA	Centers,Free Play
Main	118	Three Year Olds	2	11	C	15	C	NA	NA	Story
Main	119	Infants	2	5	C	10	C	NA	NA	Lunch
Main	120		0	0	C	14	C	NA	NA	
Main	Main:101		0	0	C	17	C	NA	NA	
Total Capacity @35 sq. ft.: 225						Total Capacity @25 sq. ft.: 230				
Total # Children this Date: 94			Total Capacity @35 sq. ft.: 225			Total Capacity @25 sq. ft.: 230				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Front	25	C
Main	REAR	72	C

Comments


An Administrative Review was conducted on November 06, 2020. Staff files, children’s files, training, and background checks were all reviewed. A virtual inspection was conducted on November 06, 2020 with the Director.

An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on August 15, 2020 was reviewed during the virtual inspection.

The infant feeding plan was discussed with the Director during the virtual visits, for rule changes effective October 01, 2020.

Plan of Improvement: Developed This Date 11/06/2020

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.decal.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@decal.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://decal.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.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

Harriet Holland, Program Official

Date

Verlyn Gant, Consultant

Date



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Findings Report

Date: 11/6/2020 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 11:50 AM

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Met

Comment

A variety of equipment and toys were observed throughout the Center. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed during a virtual walk through on this date.

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: 3

Child # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Parent Names, Work Numbers	
Child # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Parent Names, Work Numbers	
Child # 3	Met
Child # 4	Met
Child # 5	Not Met
<u>"Missing/Incomplete Components"</u>	

.08(1)-Doctor, Clinic, Phone Numbers,.08(1)-Emergency Contact information Missing,.08(1)-Parent Names, Work Numbers

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 one of five children's files was missing the telephone number of the child's primary source of health care and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached. Furthermore, three out of five children's files were missing the parent's work telephone numbers.

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: 11/6/2020

Facility

591-1-1-.19 License Capacity(CR)

Met

Comment

Licensed capacity observed to be routinely met by Center. The program was in compliance with the Executive Order issued on August 15, 2020.

591-1-1-.25 Physical Plant - Safe Environment(CR)

Met

Comment

No hazards observed accessible to children on this date.

Comment

591-1-1-.25(3) - Please ensure that the ceiling tiles that had black stains on them, in the breeze way entrance are replaced.

Correction Deadline: 11/6/2020

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

Met

Comment

Playground observed to be clean and in good repair.

Correction Deadline: 1/16/2020

Corrected on 11/6/2020

.26(4) - Previous citation was observed to be corrected during this visit, in that the gate was removed, and the new fencing is routinely checked to ensure it remains in good repair and is free of entrapment hazards.

Health and Hygiene

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

Comment

Hand washing and sanitizing requirements for diapering were discussed with the Director on this date.

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

Comment

Staff were observed to remind children to wash hands.

591-1-1-.20 Medications(CR) **N/A**

Comment

The Director currently does not dispense/administer medication.

Safety

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

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director on this date.

591-1-1-.36 Transportation(CR) **N/A**

Comment

Center does not provide transportation.

Sleeping & Resting Equipment

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

Comment

Discussed SIDS and infant sleeping position.

Staff Records

Records Reviewed: 28

Records with Missing/Incomplete Components: 8

Staff # 1	Met
Date of Hire: 09/03/2002	
Staff # 2	Not Met
Date of Hire: 05/01/2018	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 3	Not Met
Date of Hire: 08/21/2017	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training	
Staff # 4	Met

Staff # 5	Met
Staff # 6	Not Met
Date of Hire: 06/02/2014	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training	
Staff # 7	Met
Date of Hire: 12/19/2006	
Staff # 8	Met
Staff # 9	Met
Staff # 10	Met
Staff # 11	Met
Date of Hire: 06/15/2014	
Staff # 12	Met
Staff # 13	Not Met
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 14	Met
Staff # 15	Not Met
Date of Hire: 05/25/2016	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 16	Met
Date of Hire: 02/25/1986	
Staff # 17	Not Met
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 18	Not Met
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training,.33(3)-Health & Safety Certificate	
Staff # 19	Met
Date of Hire: 09/13/1999	

Staff # 20	Met
Staff # 21	Met
Date of Hire: 09/14/2004	
Staff # 22	Met
Date of Hire: 09/24/2004	
Staff # 23	Met
Date of Hire: 02/20/2020	
Staff # 24	Not Met
Date of Hire: 09/05/2002	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 25	Met
Date of Hire: 05/24/2010	
Staff # 26	Met
Date of Hire: 09/05/2002	
Staff # 27	Met
Date of Hire: 07/06/2015	
Staff # 28	Met

Staff Credentials Reviewed: 28

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

Comment

Criminal record checks were observed to be complete.

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

Finding

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on review of records that staff members #2, #3, #6, #13, #15, #17, did not have documentation indicating that the required health and safety orientation training was completed. Furthermore, staff members #3, #6, #18, #24 had not completed the annual ten (10) clock hours of training for 2019 as required.

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.

Correction Deadline: 11/16/2020

Recited on 11/6/2020

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

Met

Comment

591-1-1-.31(13) - Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on August 15, 2020.

Correction Deadline: 11/6/2020

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.