



**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:** 2/23/2018    **VisitType:** Licensing Study    **Arrival:** 10:25 AM    **Departure:** 1:00 PM

**CCLC-33786**

**Atlanta Children's Shelter, Inc.**

607 Peachtree Street NE Atlanta, GA 30308 Fulton County  
 (404) 892-3713 bwalker@acsatl.org

**Regional Consultant**

Lajuana Williams

Phone: (770) 357-7074

Fax: (770) 357-7073

lajuana.williams@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>		
02/23/2018	Licensing Study	Good Standing
07/28/2017	Monitoring Visit	Good Standing
01/18/2017	Licensing Study	Good Standing

**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.

**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	Room A 1st Left	Infants and One Year Olds	2	5	C	12	C	NA	NA	Nap, Floor Play
Main	Room B 2nd Left	One Year Olds	1	3	C	10	C	NA	NA	Outside
Main	Room C 3rd Left	One Year Olds and Two Year Olds	1	5	C	11	C	NA	NA	Outside
Main	Room D End Rm	Three Year Olds and Four Year Olds	1	9	C	18	C	NA	NA	Story
Total Capacity @35 sq. ft.: 40			Total Capacity @25 sq. ft.: 0			Building @35 capacity limited by Fire Marshall Limitations				
Total # Children this Date: 22			Total Capacity @35 sq. ft.: 40			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	B Preschool	30	C
Main	Inf Toddler	6	C

**Comments**

Plan of Improvement: Developed This Date 02/23/2018

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).



**Reminder:** All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit [www.decalkoala.com](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.

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](mailto: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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

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](mailto:qualityrated@dec.al.ga.gov)

Billie Walker, Program Official

Date

Lajuana Williams, Consultant

Date



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

### Findings Report

**Date:** 2/23/2018    **VisitType:** Licensing Study    **Arrival:** 10:25 AM    **Departure:** 1:00 PM

**CCLC-33786****Atlanta Children's Shelter, Inc.**

607 Peachtree Street NE Atlanta, GA 30308 Fulton County  
(404) 892-3713 bwalker@acsatl.org

**Mailing Address**  
Same

**Regional Consultant**

Lajuana Williams

Phone: (770) 357-7074

Fax: (770) 357-7073

lajuana.williams@decal.ga.gov

The following information is associated with a Licensing Study:

**Activities and Equipment****591-1-1-.12 Equipment & Toys(CR)****Met****Comment**

591-1-1-.12(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. It was determined equipment was secure this date.

**Correction Deadline: 2/23/2018**

**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: 0**

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

**Technical Assistance**

591-1-1-.08(1)- Please ensure complete parental authorizations or agreements are on file for each enrolled child.

**Correction Deadline: 2/23/2018**

**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 in good repair. Please ensure toys in the infant area are cleaned.

**Food Service**

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

**Met**

**Comment**

Center menu meets USDA guidelines.

**591-1-1-.18 Kitchen Operations**

**Met**

**Comment**

It was discussed that the center's food was catered.

**Health and Hygiene**

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

**Met**

**Comment**

Staff state proper knowledge of diapering procedures.

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

**Met**

**Comment**

Staff were observed to remind children to wash hands.

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

**Met**

**Comment**

Discussed proper medication documentation and procedures. Please ensure doctor notes or allergy action plans are specific as when the medication is required to be dispensed and why. Please ensure parents fill out a new authorization form once a new doctor's note is obtained. Please ensure "as needed" is not used as to when medication is to be dispensed, however, specific symptoms or see action plan can be noted on the authorization. Discussed that if was not necessary staff to fill out the dispensing portion of the medical authorization daily if a current and specific doctor's note is one file.

**Safety**

---

**591-1-1-.05 Animals** **Met**

**Comment**

Center does not keep animals on premises.

---

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

**Comment**

Age-appropriate discussion and/or redirection observed.

---

**591-1-1-.13 Field Trips(CR)** **N/A**

**Comment**

Center does not participate in field trips at this time.

---

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

**Comment**

Center does not provide routine transportation.

---

**Sleeping & Resting Equipment**

---

---

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

**Comment**

Pleasant naptime environment observed.

---

**Staff Records**

---

**Records Reviewed: 11**

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

---

Staff # 1	Met
Date of Hire: 10/05/2015	
Staff # 2	Met
Date of Hire: 10/10/2011	
Staff # 3	Met
Date of Hire: 02/05/2007	
Staff # 4	Met
Date of Hire: 09/16/2014	
Staff # 5	Met
Date of Hire: 02/03/2017	
Staff # 6	Met
Date of Hire: 06/20/2016	
Staff # 7	Met
Date of Hire: 04/17/2017	
Staff # 8	Met
Date of Hire: 11/04/2016	

**Records Reviewed: 11**

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

Staff # 9 Met  
Date of Hire: 10/01/2017

Staff # 10 Met  
Date of Hire: 04/18/2016

Staff # 11 Met  
Date of Hire: 09/06/2016

**Staff Credentials Reviewed: 11**

**591-1-1-.09 Criminal Records Check(CR) Met**

**Comment**

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

**Comment**

Criminal records checks were observed to be complete.

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

**Comment**

Complete kits observed in center.

**Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.

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

**Comment**

Documentation observed of required staff training.

**Correction Deadline: 8/27/2017**

**Corrected on 2/23/2018**

**.33(3) - Previous cite corrected.**

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

**Comment**

591-1-1-.31(13) prohibits Center Staff from committing any criminal act, as defined under Georgia law, in the presence of any child enrolled in the Center and requires Center staff to comply with all applicable laws and regulations. It was determined the center was compliant this date.

**Correction Deadline: 2/23/2018**

**Staffing and Supervision**

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

**Comment**

Center observed to maintain appropriate staff:child ratios.

**Correction Deadline: 7/28/2017**

**Corrected on 2/23/2018**

**.32(4) - Previous cite corrected.**

**Comment**

Adequate supervision observed on this date.