



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: 1/7/2019 **VisitType:** Licensing Study **Arrival:** 2:35 PM **Departure:** 5:45 PM

CCLC-340

Harmony Academy

3449 Holcomb Bridge Road Norcross, GA 30092 Gwinnett County
 (770) 248-1928 annielle@bellsouth.net

Regional Consultant

Tasha McDonald

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tasha.mcdonald@decal.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.
01/07/2019	Licensing Study	Good Standing	
09/12/2018	Monitoring Visit	Good Standing	
01/03/2018	Monitoring Visit	Good Standing	
			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	1L	PreK	2	17	C	21	C	NA	NA	Snack
Main	1R	Three Year Olds	1	14	C	21	C	NA	NA	Free Play
Main	2L	PreK	2	18	C	26	C	NA	NA	Snack
Main	2R	Two Year Olds	1	9	C	16	C	NA	NA	Free Play
Main	3R	One Year Olds	1	4	C	10	C	NA	NA	Snack
Main	Back Middle	Infants	1	5	C	12	C	NA	NA	Floor Play,Nap

Total Capacity @35 sq. ft.: 106

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 67

Total Capacity @35 sq. ft.: 106

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant and Toddler	14	C
Main	Pre-school	53	C
Main	School-age	129	C

Comments

The purpose of this visit was to conduct a licensing visit and to follow-up on the previous visit conducted on September 12, 2018.

Plan of Improvement: Developed This Date 01/07/2019

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

Annielle Richardson, Program Official

Date

Tasha McDonald, Consultant

Date



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Findings Report

Date: 1/7/2019 **VisitType:** Licensing Study **Arrival:** 2:35 PM **Departure:** 5:45 PM

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The following information is associated with a Licensing Study:

Activities and Equipment**591-1-1-.12 Equipment & Toys(CR)****Not Met****Comment**

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

Finding

591-1-1-.12(2) requires that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. It was determined based on consultant observation that a table in the infant classroom had five broken safety straps on the red bucket seats attached to the dining table.

POI (Plan of Improvement)

The Center will ensure that equipment and furniture are used by the age-appropriate group of children.

Correction Deadline: 1/7/2019

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

591-1-1-.08 Children's Records**Met****Comment**

Consultant discussed with director about having all information on enrollment applications completely filled.

Facility**591-1-1-.19 License Capacity(CR)****Met****Correction Deadline: 1/3/2018****Corrected on 1/7/2019****.19(1) - The previous citation was observed to be corrected on this date. Consultant observed staff to be in compliance with the license capacity on this date.****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)**Not Met****Finding**

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on consultant's observation the Infant and Toddler playground had rust on the triangle attached to the bottom of the swing chains on this date.

POI (Plan of Improvement)

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

Correction Deadline: 1/21/2019**Recited on 1/7/2019****Correction Deadline: 1/13/2018****Corrected on 1/7/2019****.26(8) - The previous citation was observed to be corrected on this date. Consultant observed rubber mats beneath the swings on the playgrounds on this date.****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**

Staff were observed to remind children to wash hands.

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

Comment

Documentation for medication dispensing observed complete.

Policies and Procedures

591-1-1-.27 Posted Notices**Met****Comment**

Observed all required posted notices.

Safety

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

Age-appropriate discussion and/or redirection observed.

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

A current/completed inspection was observed for all vehicles used in transporting children this date.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**Not Met****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.

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 that the crib sheets were not tight fitting on this date.

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: 1/7/2019

Staff Records

Records Reviewed: 13**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 12/04/2017

Staff # 2

Met

Date of Hire: 08/01/2018

Staff # 3

Met

Date of Hire: 04/01/2002

Staff # 4

Met

Date of Hire: 01/17/2017

Records Reviewed: 13**Records with Missing/Incomplete Components: 0**

Staff # 5 Date of Hire: 06/18/2018	Met
Staff # 6 Date of Hire: 05/01/2018	Met
Staff # 7 Date of Hire: 03/05/2015	Met
Staff # 8 Date of Hire: 12/18/2017	Met
Staff # 9 Date of Hire: 02/06/2016	Met
Staff # 10 Date of Hire: 08/01/2018	Met
Staff # 11 Date of Hire: 11/11/2011	Met
Staff # 12 Date of Hire: 01/02/2019	Met
Staff # 13 Date of Hire: 10/28/2015	Met

Staff Credentials Reviewed: 13

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

Consultant reviewed one files for staff members hired since the previous visit was conducted on September 12, 2018. Consultant observed one newly hired staff members to have evidence of a satisfactory determination letter on file on this date.

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

Center observed to maintain appropriate staff:child ratios.

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

Staff observed to provide direct supervision and be attentive to children's needs.