

Date: 4	/11/2018	VisitType:	Licensing Study
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Arrival: 11:50 AM

Departure: 1:30 PM

**Regional Consultant** 

Phone: (866) 359-1672

kesha.mcneal@decal.ga.gov

Fax: (866) 359-7490

Kesha McNeal

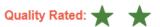
# CCLC-3416

Long County Head Start

15 Thornton Drive Ludowici, GA 31316 Long County (912) 545-2155 mnorman@coastalgacaa.org

#### Mailing Address

P. O. Box 685 Ludowici, GA 31316



			<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				
04/11/2018	Licensing Study		standing, support, and deficient.				
12/06/2017	Monitoring Visit	Good Standing	Good Standing - Program is demonstrating an acceptable level of performance in meeting the rules.				
03/21/2017	Licensing Study	Good Standing	Support - 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.				

#### **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 Ft Left	Three Year Olds and Four Year Olds	2	15	С	22	С	NA	NA	Transitioning,Lun ch
Main	Room B Bk left	Three Year Olds and Four Year Olds and Five Year Olds	2	17	С	22	С	NA	NA	Lunch,Transitioni ng,Story
		Total Capacity @35 sq. ft.: 44	1		Total C ft.: 0	apacity @	25 sq.			
Total # C	hildren this Date: 32	Total Capacity @35 sq. ft.: 44	1		Total C ft.: 0	apacity @	25 sq.			

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	62	C

#### **Comments**

The center director stated that no new staff has been hired since the last visit. The center does not participate in transportation and does not participate in field trips on this date.

Plan of Improvement: No Plan Developed

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: <u>All</u> employees of child care programs must be fingerprinted before **January 1**, **2017**. For instructions and to submit records check applications online, please visit <u>www.decalkoala.com</u>. 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@decal.ga.gov.

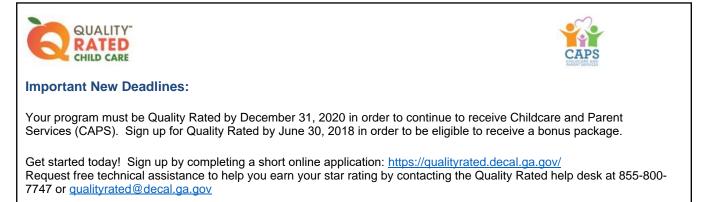
- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

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)



Michelle Baccus-Norman, Program Official

Date

Kesha McNeal, Consultant

Date

STAN STAN	OF CLORCIA	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				
	1776		Findings I	Report		
Date: 4/	/11/2018	VisitType: Licensing Study	Arrival:	11:50 AM	Departure:	1:30 PM
CCLC-34	416			Regi	onal Consulta	nt
Long Co	ounty Head	I Start		Kesh	a McNeal	
		udowici, GA 31316 Long County orman@coastalgacaa.org		Fax:	ie: (866) 359-16 (866) 359-7490 a.mcneal@deca	)
Mailing Ac P. O. Box 6 Ludowici, 0	685					
The follo	wing infor	mation is associated with a Licensi	ng Study:	Activit	ties and Ec	quipment
591-1-1	12 Equipm	ent & Toys(CR)				Met
<b>Commen</b> A variety		nt and toys were observed throughou	t the center.			
591-1-1:	35 Swimmi	ing Pools & Water-related Activities	s(CR)			Met
Commen Center do		vide swimming activities.				
					Children's	Records
Record	ls Reviewe	d: 5	Records wi	th Missing/In	complete Com	ponents: 0
Child #	1			Met		
Child #	2			Met		
Child #	3			Met		
Child #	4			Met		
Child #	5			Met		
591-1-1	08 Childrei	n's Records				Met

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

### Comment

Parent authorizations obtained/completed.

#### Comment

Records were observed to be complete and well organized.

Georgia Department of Early Care and Learning v1.03

## Facility

591-1-106 Bathrooms	Met
Comment	
Bathrooms observed to be clean and well maintained.	
591-1-119 License Capacity(CR)	Met
Comment	
Licensed capacity observed to be routinely met by center.	
591-1-125 Physical Plant - Safe Environment(CR)	Met
Comment	
Center appears clean and well maintained.	
591-1-126 Playgrounds(CR)	Met
<b>Comment</b> Playground observed to be clean and in good repair.	
	Food Service
591-1-115 Food Service & Nutrition	Met
Comment	
Center menu meets USDA guidelines.	
Hea	Ith and Hygiene
591-1-110 Diapering Areas & Practices(CR)	Met
<b>Comment</b> There were no diapering children enrolled in the program on this date. Proper diaper fac with warm running water and proper ventilation.	ilities were observed
591-1-117 Hygiene(CR)	Met
Comment	
Proper hand washing observed throughout the center.	
591-1-120 Medications(CR)	Met
<b>Comment</b> Discussed proper medication documentation and procedures. No medication is being dis	spensed on this date
	Safety
	Curcty
591-1-105 Animals	Met
<b>Comment</b> Center does not keep animals on premises.	
591-1-111 Discipline(CR)	Met
<b>Comment</b> Staff were observed to maintain a positive learning environment on this date.	

#### 591-1-1-.13 Field Trips(CR)

#### Comment

Center does not participate in field trips at this time.

#### 591-1-1-.36 Transportation(CR)

#### Comment

Center does not provide routine transportation.

## **Sleeping & Resting Equipment**

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

#### 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.

Records Reviewed: 7	Records with Missing/Incomplete Components: 0		
Staff # 1 Date of Hire: 01/04/1988	Met		
Staff # 2 Date of Hire: 01/22/2013	Met		
Staff # 3 Date of Hire: 04/16/2013	Met		
Staff # 4 Date of Hire: 08/21/2012	Met		
Staff # 5 Date of Hire: 07/24/2017	Met		
Staff # 6 Date of Hire: 05/31/2016	Met		
Staff # 7 Date of Hire: 10/11/2013	Met		

#### 591-1-1-.09 Criminal Records Check(CR)

**Staff Credentials Reviewed: 7** 

#### 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.

Met

Met

Staff Records

Met

#### Corrected on 4/11/2018 .09(1)(i) - Previous citation observed corrected in that all employees had a Satisfactory Records Check Determination that is dated within the preceding 12 months from the hire date.

### 591-1-1-.14 First Aid & CPR

### Comment

Complete kits observed in center and on vehicles.

### Comment

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

### 591-1-1-.33 Staff Training

### Comment

Documentation observed of required staff training.

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

### Comment

The Center will ensure that all Staff comply with all applicable laws and regulations.

### Correction Deadline: 4/11/2018

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

### Comment

Center observed to maintain appropriate staff:child ratios.

### 591-1-1-.32 Supervision(CR)

### Comment

Adequate supervision observed on this date.

# **Staffing and Supervision**

Met

Met

Met

Met

Met