



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: 6/6/2018 **VisitType:** Monitoring Visit **Arrival:** 9:20 AM **Departure:** 12:50 PM

CCLC-3431

Heavenly Place Childcare Learning Center

1370 Shaw Road Hinesville, GA 31313 Liberty County
 (912) 876-7608 Dorightmin@heavenlyplacechildcare.com

Regional Consultant

Kesha McNeal

Phone: (866) 359-1672
 Fax: (866) 359-7490
 kesha.mcneal@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. 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.
06/06/2018	Monitoring Visit	Good Standing	
11/28/2017	POI Follow Up	Good Standing	
10/18/2017	Licensing Study	Support	

Ratios/License Capacity

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
1	2nd left		0	0	C	8	C	NA	NA	
1	2nd left		0	0	C	0	C	NA	NA	
1	Main room	Five Year Olds and Six Year Olds and Over	3	35	C	94	C	NA	NA	Music, Transitioning
1	Second Left		0	0	C	8	C	NA	NA	
			Total Capacity @35 sq. ft.: 110			Total Capacity @25 sq. ft.: 0				
2	1L	One Year Olds	2	11	C	20	C	NA	NA	Music, Floor Play, Transitioning
2	1R	Two Year Olds	2	11	C	17	C	NA	NA	Transitioning, Outside
2	2L	Three Year Olds	2	15	C	16	C	NA	NA	Circle Time, Transitioning, Story
2	3R	Four Year Olds	2	15	C	17	C	NA	NA	Free Play, Transitioning, Outside
2	4R	Infants and One Year Olds	3	8	C	20	C	NA	NA	Floor Play, Diapering, Nap, Feeding
			Total Capacity @35 sq. ft.: 90			Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 95			Total Capacity @35 sq. ft.: 200			Total Capacity @25 sq. ft.: 0				


Comments

The center director provided four files for employees hired since the last visit and four students in training.

The center conducts transportation, field trips, but does not administer medications.

Plan of Improvement: Developed This Date 06/06/2018

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 . You are encouraged not to wait and to complete the process as soon as possible.
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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.



- 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	

Tammy Hitchcock, Program Official

Date

Kesha McNeal, Consultant

Date



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Findings Report

Date: 6/6/2018 **VisitType:** Monitoring Visit **Arrival:** 9:20 AM **Departure:** 12:50 PM

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Not Met

Comment

Discussed that equipment and furniture need to be properly secured, as applicable.

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 the consultant's observation that there was a blue bookshelf located in the three year old classroom that was not sturdy and in good repair. It was further determined based on the consultant's observation that there was a drawer missing from the cabinet in the one year old classroom.

POI (Plan of Improvement)

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

Correction Deadline: 6/6/2018

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)

Not Met

Comment

Please be mindful to keep items that pose a hazard inaccessible to children. This includes brooms and dust pans.

Finding

591-1-1-.25(11) requires that floor coverings be tight, smooth, free of odors and washable or cleanable. It was determined based on the consultant's observation that the carpet was not sanitary in the two year old classroom, and the four year old classroom. It was further determined based on the consultant's observation that the Mickey mouse rug in the one year old classroom was not sanitary and was beginning to fray on the bottom section of the rug.

POI (Plan of Improvement)

Floors will be maintained to be safe and sanitary.

Correction Deadline: 7/6/2018

Finding

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on the consultant's observation that the following items existed:

***Two-Year-Old Classroom**

- Rubber backing in the two-year-old classroom on the left hand side by the dramatic play center was not secure.
- There was an outlet located on the back corner across from the changing table that had sharp edges on the top of the outlet accessible to children.

***Four-year-old classroom**

- There was a purple shelf that had a sharp edge located on the left corner of the shelf

***Three-year-old classroom**

- The blue divider located around the toilet area had sharp edges located on the bottom left section.
- There were several staples located on the wall of the classroom.

POI (Plan of Improvement)

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

Correction Deadline: 6/6/2018

591-1-1-.26 Playgrounds(CR)**Not Met****Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

Finding

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on the consultant's observation that the following potential fencing hazards existed:

***Preschool/ School age Playground(Left Playground)**

- The fencing on the front middle section was measuring approximately three feet, seven inches
- The fencing on the back left corner was measuring approximately three feet, eight inches
- The fencing on the back side of the playground behind the shaded canopy area was measuring approximately three feet, five inches.

*** Toddler Playground**

- The fencing on the left hand side was measuring approximately three feet, five inches.
- The fencing on the right back corner was measuring approximately three feet, six inches.
- The fencing on the the right side was measuring approximately three feet, five inches.
- The fencing on the front side of the playground is measuring three feet, five inches

POI (Plan of Improvement)

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

Correction Deadline: 6/6/2018

Health and Hygiene

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

Technical Assistance

Technical Assistance

591-1-1-.10(6) - Please ensure that Center Staff keep any items which might harm a child out of a child's reach. On this date the consultant observed Destin diaper cream located on the diaper changing area of the two year old classroom.

Correction Deadline: 6/6/2018

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

Met

Comment

Proper hand washing observed throughout the center.

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

Met

Comment

Discussed proper medication documentation and procedures. Center director stated that no medication is being dispensed on this date.

Safety

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

Comment

Please be mindful of voice tone in redirecting children.

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

Met

Comment

Please denote the full address of field trip destination.

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

Met

Comment

Complete documentation of transportation observed.

Comment

The vehicle had an approved fire extinguisher and first aid kit on 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.

Technical Assistance

591-1-1-.30(1)(a)2 - Please ensure that all crib mattresses are in good repair. On this date the consultant observed a unoccupied crib with a mattress that has a tear with exposed foam.

Correction Deadline: 6/6/2018

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 the consultant's review of records that two of eight occupied cribs did not have tight-fitting sheets

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: 6/6/2018

Staff Records

Records Reviewed: 18

Records with Missing/Incomplete Components: 8

Staff # 1	Not Met
Date of Hire: 12/04/2017	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate,.24(1)-Evidence of Orientation Missing	
Staff # 2	Not Met
Date of Hire: 06/04/2018	
<u>"Missing/Incomplete Components"</u>	
.24(1)-No Record,.09-Criminal Records Check Missing	
Staff # 3	Met
Date of Hire: 04/16/2014	
Staff # 4	Met
Date of Hire: 05/06/2015	
Staff # 5	Not Met
Date of Hire: 06/04/2018	
<u>"Missing/Incomplete Components"</u>	
.24(1)-No Record,.09-Criminal Records Check Missing	
Staff # 6	Not Met
Date of Hire: 01/26/2018	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing,.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate	
Staff # 7	Not Met
Date of Hire: 06/04/2018	
<u>"Missing/Incomplete Components"</u>	
.24(1)-No Record,.09-Criminal Records Check Missing	
Staff # 8	Not Met
Date of Hire: 01/22/2018	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate,.24(1)-Evidence of Orientation Missing	
Staff # 9	Not Met

Date of Hire: 06/04/2018

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.24(1)-No Record

Staff # 10 Met

Date of Hire: 05/01/2017

Staff # 11 Met

Date of Hire: 04/23/2017

Staff # 12 Met

Date of Hire: 08/01/2000

Staff # 13 Met

Date of Hire: 10/08/2014

Staff # 14 Met

Date of Hire: 01/31/2017

Staff # 15 Met

Date of Hire: 10/14/2013

Staff # 16 Met

Staff # 17 Not Met

Date of Hire: 02/25/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.14(2)-CPR missing,.14(2)-First Aid Missing,.24(1)-Evidence of Orientation Missing

Staff # 18 Met

Date of Hire: 10/15/2013

Staff Credentials Reviewed: 18

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

Not Met

Comment

Director provided eight file(s) for employees hired since last visit.

Finding

591-1-1-.09(1)(a) requires the Center to ensure that every Director, Employee and Provisional Employee of the Child Care Learning Center has a satisfactory records check determination before the individual is present at the Center or before the individual resides in a Center. It was determined based on the consultant's review that four student in training students did not have a satisfactory records check determination before the individuals were present at the center.

POI (Plan of Improvement)

The Center will obtain the Required Satisfactory Records Check Determination before an individual is present at the Center while any child is present for care or before residing in a Center. A one day letter was left on this date.

Correction Deadline: 6/6/2018

591-1-1-.24 Personnel Records**Not Met****Finding**

591-1-1-.24(1) requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation; It was determined based on the consultant's review that four students in training did not have a personnel file on this date.

POI (Plan of Improvement)

The Center will secure required information for all Personnel. The Center will ensure that complete information is in the personnel file for all Directors, Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance and other Support Staff.

Correction Deadline: 6/11/2018

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

591-1-1-.33(2) requires the initial orientation to include the following subjects: the Center's policies and procedures; the portions of these rules dealing with the care, health and safety of children; the Employee's assigned duties and responsibilities; reporting requirements for suspected cases of child abuse, neglect or deprivation; communicable diseases and serious injuries; emergency plans; childhood injury control; the administration of medicine; reducing the risk of Sudden Infant Death Syndrome (SIDS); hand washing; fire safety; water safety; and prevention of HIV/Aids and blood borne pathogens. It was determined based on the consultant's review that four staff members were missing documentation of orientation.

POI (Plan of Improvement)

The Center will provide orientation in all missing subjects to the employee(s) and will take steps to provide a complete orientation to new Employees in the future.

Correction Deadline: 6/6/2018

Finding

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on the consultant's review of records that four staff members did not complete health and safety training within the first 90 days of employment.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

Correction Deadline: 7/6/2018

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

Met

Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

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

Comment

Center observed to maintain appropriate staff:child ratios.

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

Met

Comment

Adequate supervision observed on this date.