



**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:** 3/8/2018    **VisitType:** Monitoring Visit    **Arrival:** 2:30 PM    **Departure:** 5:45 PM

**CCLC-34767**

**Carol's Daughter Learning Center**

222 Pryor Street Atlanta, GA 30303 Fulton County  
 (404) 549-8510 carolsdaughter@comcast.net

**Regional Consultant**

Margarita Collier

Phone: (770) 342-7934

Fax: (678) 891-5989

margarita.collier@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★

<b>Compliance Zone Designation</b>			<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 standing, support, and deficient.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - 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.
03/08/2018	Monitoring Visit	Good Standing	
08/02/2017	Licensing Study	Good Standing	
01/04/2017	Monitoring Visit	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	A/1R	One Year Olds and Two Year Olds	1	7	C	14	C	NA	NA	Diapering, Free Play
Main	B/1L	Infants	1	5	C	10	C	NA	NA	Floor Play, Transitioning, Free Play
Main	C/2L	Two Year Olds	1	10	C	18	C	NA	NA	Snack, Transitioning, Nap
Main	D/3L	Two Year Olds	1	8	C	8	C	NA	NA	Nap, Diapering, Transitioning, Snack
Main	E/2R	Four Year Olds	1	7	C	10	C	NA	NA	Transitioning
Main	F/3R	Three Year Olds and Four Year Olds	1	9	C	10	C	NA	NA	Nap, Transitioning
Main	G/4R		0	0	C	28	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 98			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 46			Total Capacity @35 sq. ft.: 98							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG	70	C

### Comments

The purpose of this visit was to conduct a monitoring visit and to follow-up on the previous visit conducted on August 2, 2017.

Consultant discussed the following information with the director on this date:

- Updated USDA menu guidelines.
- Comprehensive criminal records check deadline - October 1, 2018.

Plan of Improvement: Developed This Date 03/08/2018

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)

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Shakeesha Jinks, Program Official

Date

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Margarita Collier, Consultant

Date



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### Findings Report

**Date:** 3/8/2018 **VisitType:** Monitoring Visit **Arrival:** 2:30 PM **Departure:** 5:45 PM

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

**Met**

**Comment**

Discussed adding equipment and toys to enhance variety.

**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**

**Correction Deadline: 8/2/2017**

**Corrected on 3/8/2018**

The previous citation was observed to be corrected on this date. Consultant observed five of five children's files to be complete and well organized on this date.

## Evening Care

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

Met

#### Comment

No evening care hours provided

## 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

#### Technical Assistance

Please be mindful to keep items that pose a hazard inaccessible to children.

#### 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 consultant's observation the middle light fixture in classroom A/1R and six light fixtures in classroom G/4R were inoperable on this date. It was further determined based on consultant's observation a silver railing was hanging from the ceiling on the back right side and front left side of classroom G/4R. Consultant also observed leakage stains on the back right ceiling in classroom G/4R and dust on the air vents located in A/1R, C/2L, and D/3L.

#### 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: 3/8/2018**

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

Technical Assistance

#### Technical Assistance

Trees located on the site or that encroach onto the site from adjacent properties may have structural issues that present an elevated level of risk. Consider having these trees inspected by a certified arborist to determine their structural integrity and associated levels of risk.

## Food Service

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

Technical Assistance

#### Technical Assistance

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018:

- Three components for breakfast: grains, vegetables, fruits or both, and milk
- Five components for lunch grains, meat/meat alternates, fruits, vegetable, and milk or grains, meat/meat alternates, two different types of vegetables, and milk
- Two of five components for snack

Consultant provided the director with an updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers on this date. The crediting handbook for the CACFP can be located on DECAL and USDA??s

website:DECAL - <http://dec.al.ga.gov/CACFP/Handbook.aspx> and USDA -

<http://www.fns.usda.gov/cacfp/cacfp/handbooks>

## Health and Hygiene

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

Hand washing requirements for diapering were discussed with the director on this date.

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**591-1-1-.17 Hygiene(CR)****Not Met****Finding**

591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on consultant's observation two-year-old children in classroom D/3L did not wash their hands prior to the staff member serving snacks. It was further determined based on consultant's observation a two-year-old child did not wash their hands upon completion of the diaper changing procedures in classroom D/3L.

**POI (Plan of Improvement)**

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

**Correction Deadline: 3/8/2018**

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

Per director the center does not administer any medications at this time.

**Safety**

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

Age-appropriate discussion and/or redirection observed.

**Comment**

Staff were observed to maintain a positive learning environment on this date.

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

Center does not provide routine transportation.

**Sleeping & Resting Equipment**

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

The correct number of mats, sheets and blankets were observed on this date. Consultant discussed cleaning and disinfecting of mats was discussed with the director on this date.

**Staff Records**

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**Records Reviewed: 11****Records with Missing/Incomplete Components: 1**

Staff # 1

Met

Date of Hire: 08/11/2017

Staff # 2

Met

Date of Hire: 06/29/2012

**Records Reviewed: 11****Records with Missing/Incomplete Components: 1**

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Staff # 3 Date of Hire: 06/29/2012	Met
Staff # 4 Date of Hire: 10/16/2017	Met
Staff # 5 Date of Hire: 01/02/2013	Not Met
<u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	
Staff # 6 Date of Hire: 01/07/2014	Met
Staff # 7 Date of Hire: 08/30/2017	Met
Staff # 8 Date of Hire: 05/15/2015	Met
Staff # 9 Date of Hire: 09/07/2017	Met
Staff # 10 Date of Hire: 01/04/2018	Met
Staff # 11 Date of Hire: 08/31/2017	Met

**Staff Credentials Reviewed: 11**

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**591-1-1-.09 Criminal Records Check(CR)****Not Met****Comment**

Consultant reviewed 11 staff files on this date. Consultant observed 10 of 11 staff members to have evidence of a satisfactory determination letter and one of 11 staff members to have evidence of a satisfactory local criminal records check on file on this date.

**Comment**

The director provided five files for staff members hired since the previous visit was conducted on August 2, 2017. Consultant observed five of five staff members to have evidence of a satisfactory determination letter on file.

**Finding**

591-1-1-.09(1)(e) requires every Employee hired before January 1, 2014 have either a satisfactory Preliminary Records Check Determination or a satisfactory Fingerprint Records Check Determination on file and requires that Employees hired before January 1, 2014 that have only a satisfactory Preliminary Records Check Determination on file to obtain a Fingerprint Records Check Determination before January 1, 2017. It was determined based on consultant's review of staff files one of 11 staff members did not have evidence of a satisfactory determination letter on file. Consultant observed the staff members to have a satisfactory local criminal records check dated for August 26, 2013. A one-day letter was left on this date.

**POI (Plan of Improvement)**

The Center will ensure that every employee hired before January 1, 2014 has a satisfactory preliminary determination or satisfactory fingerprint determination on file and will have a plan to ensure that these employees obtain a Fingerprint Records Check Determination before January 1, 2017.

**Correction Deadline: 3/8/2018**

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

**Technical Assistance**

**Correction Deadline: 3/22/2018**

**Corrected on 3/8/2018**

**The previous citation was observed to be corrected on this date. Consultant observed the staff members to have evidence of health and safety orientation training on file on this date.**

**Technical Assistance**

Please ensure all newly hired staff members complete the following training:

- Health and safety orientation training within the first 90-days of their date of hire.
- First aid and CPR training within the first 90-days of their date of hire.
- At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children.

Please ensure all staff members that provide direct care to children (supervisory staff, teachers, and substitute teachers) complete the required 10 hours of annual training for the year 2018.

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

**Technical Assistance**

**Comment**

Consultant observed all staff members to comply with all laws and regulations on this date.

**Technical Assistance**

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

**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.