



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: 2/3/2020 **VisitType:** Incident Investigation/Licensing Study **Arrival:** 10:00 AM **Departure:** 3:15 PM

CCLC-34864

A Thru Z Childcare & Learning Center

2950 Stone Hogan Connector Ste. B Atlanta, GA 30331 Fulton County
 (404) 629-6868 athruzchildcare@yahoo.com

Regional Consultant

Michelle Smith

Phone: (404) 478-8183
 Fax: (678) 717-5636
 michelle.smith@decal.ga.gov

Mailing Address
 Same

Quality Rated: ★ ★

<u>Compliance Zone Designation</u>		
02/03/2020	Incident Investigation Closure	Good Standing
02/03/2020	Incident Investigation/Licensing Study	Good Standing
08/12/2019	Monitoring Visit	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	Rm. A- Infants 1st left	Infants and One Year Olds	2	6	C	21	C	NA	NA	Nap,Feeding
Main	Rm. B 2nd left	Three Year Olds and Four Year Olds	2	20	C	21	C	30	C	Nap
Main	Rm. C 1st right	One Year Olds and Two Year Olds	2	16	C	21	C	NA	NA	Nap
Main	Rm. D- 2nd Right		0	0	C	21	C	30	C	Not In Use
Total Capacity @35 sq. ft.: 84						Total Capacity @25 sq. ft.: 102				
Total # Children this Date: 42			Total Capacity @35 sq. ft.: 84			Total Capacity @25 sq. ft.: 102				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	120	C

Comments

The purpose of this visit was to conduct a Licensing Study as follow up to the visit conducted 8.12.19.

Consultant issued a CRC video affidavit

Consultant issued a CRC one-day letter

Consultant discussed and reviewed report with Clerical Staff on this date

Plan of Improvement: To Be Submitted 02/10/2020

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/RulesAndRegulations.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

Tangala Roberts, Program Official

Date

Michelle Smith, Consultant

Date



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Findings Report

Date: 2/3/2020 **VisitType:** Incident Investigation/Licensing Study **Arrival:** 10:00 AM **Departure:** 3:15 PM

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The following information is associated with a Licensing Study Visit:

Activities and Equipment

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

Comment
 Equipment and furniture observed to be properly secured, as applicable.

591-1-1-.35 Swimming Pools & Water-related Activities(CR) **N/A**

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**

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 observation that the left side bathroom door was not properly attached the base in the C 1st Right Classroom as required.

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Correction Deadline: 2/14/2020

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

Not Met

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Correction Deadline: 8/19/2019

Corrected on 2/3/2020

.26(4) - Consultant observed the fence to be in good repair.

Finding

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation that the school age playground had less than three inches of resilient surface when 5 inches was required beneath the fall zones.

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Correction Deadline: 2/14/2020

Technical Assistance

591-1-1-.26(9) - Consultant discussed with Center Director to ensure that hanging branches are cut and trimmed to prevent possible hazards while children are present on the playground.

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Correction Deadline: 2/3/2020

Finding

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that the following hazards were accessible on the playground:

- wooden broken stairwell bars on the school age playground
- wooden barrier missing with protruding nail
- spray paint roots on school age playground

Correction Deadline: 2/14/2020

Recited on 2/3/2020

Food Service

591-1-1-.15 Food Service & Nutrition **Not Met**

Finding

591-1-1-.15(4) requires that a feeding chair or similar equipment designed for feeding children shall be provided for the use of each child being fed who is capable of sitting up but who is unable to sit unassisted at a table and must be cleaned with a disinfectant after each use. Such chair or similar equipment shall have a broad base to prevent tipping, a surface that the child cannot raise, a strap or other device which prevents the child from sliding out of the chair, and a feeding surface free of cracks. It was determined based on observation that two infants were not properly strapped in the feeding chair as required.

Correction Deadline: 2/3/2020

Health and Hygiene

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

Correction Deadline: 8/12/2019

Corrected on 2/3/2020

.10(6) - Consultant observed the diapering changing surface to be clean and in good repair.

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-.21 Operational Policies & Procedures**Not Met****Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on observation that emergency lock down and tornado drills were not completed every six months as required.

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Correction Deadline: 2/28/2020

591-1-1-.27 Posted Notices**Not Met****Finding**

591-1-1-.27 requires each Center to post in a designated area for public viewing near the front entrance the following: the Center's current License or Permit; a copy of these rules; a copy of the current communicable disease chart; a statement allowing Parent(s) access to all child care areas upon notifying any staff member of his or her presence; names of persons responsible for the administration of the Center in the administrator's absence; the dated current week's menu for meals and snacks; emergency plans for severe weather, fire, and other emergency situations; a statement requiring visitors to check in with Staff when entering the Center; no smoking signs; and a notice provided by the Department which advises Parents of their right to review a copy of the Center's most recent licensure evaluation report upon request to the Center Director. The Center shall provide any Parent with a copy of this evaluation report upon request. It was determined based on observation that the facility did not have responsible personnel notice posted as required.

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Correction Deadline: 2/7/2020

	Safety
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591-1-1-.05 Animals**N/A****Comment**

Center does not keep animals on premises.

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

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

591-1-1-.13 Field Trips(CR)**Met****Comment**

Field trip documentation observed to be complete.

Finding

591-1-1-.36(4)(c) requires that each vehicle be equipped with a fire extinguisher maintained in working order and kept inaccessible to children. It was determined based on observation that one van used for transportation did not have a working fire extinguisher on the van as required.

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Correction Deadline: 2/3/2020

Sleeping & Resting Equipment

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. Please ensure all children keep their shoes on during nap time.

Staff Records

Records Reviewed: 11

Records with Missing/Incomplete Components: 8

Staff # 1	Not Met
Date of Hire: 10/09/2018	
<u>"Missing/Incomplete Components"</u>	
.24(1)-Education Experience Missing	
Staff # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Dissatisfied	
Staff # 3	Met
Date of Hire: 09/14/2019	
Staff # 4	Not Met
Date of Hire: 01/03/2020	
<u>"Missing/Incomplete Components"</u>	
.31(2)(b)2.-Staff Qualifications-Education Missing	
Staff # 5	Met
Staff # 6	Met

Date of Hire: 03/05/2019

Staff # 7 Not Met

Date of Hire: 01/30/2017

"Missing/Incomplete Components"

.24(1)-Work Experience Missing,.33(5)-10 Hrs. Annual Training

Staff # 8 Not Met

Date of Hire: 08/25/2003

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 9 Not Met

Date of Hire: 03/08/2012

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 10 Not Met

Date of Hire: 05/07/2019

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 11 Not Met

Date of Hire: 04/25/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff Credentials Reviewed: 6

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Not Met

Finding

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on review of records and staff statements that one contractor therapist did not have evidence of submitting an application to the Department for the issuance of a Satisfactory Comprehensive Criminal Records Check Determination letters as required.

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Correction Deadline: 2/10/2020

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on review of records that one unknown Independent Contractor did not have valid evidence of a Satisfactory Comprehensive Criminal Records Check Determination letter as required on this date.

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Correction Deadline: 2/4/2020

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

Comment

Evidence observed of 50% of center staff certified in First Aid and CPR.

591-1-1-.24 Personnel Records **Technical Assistance**

Technical Assistance

591-1-1-.24(1) - Consultant discussed with Center Director to ensure that two Center Staff have completed information on their employee application as required.

Correction Deadline: 2/8/2020

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

Finding

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on observation that one Center Staff did not complete the health and safety training as required.

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Correction Deadline: 3/4/2020

Finding

Previously Cited: 591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on review of records that four (4) Center Staff did not have valid evidence of completing the 10 hours of annual training for 2018 as required by the Department.

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on observation that seven (7) of seven (7) Center Staff did not have valid evidence of completing the required 10 clock hours of training for 2019 as required.

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Correction Deadline: 8/28/2020

Recited on 2/3/2020

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

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.