



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: 12/12/2018 **VisitType:** Monitoring Visit

Arrival: 10:30 AM

Departure: 1:20 PM

CCLC-35110

Brookwood Center

3639 Brookwood Boulevard Rex, GA 30273 Clayton County
 (678) 788-8920 kallen@claytoncountycsa.org

Regional Consultant

Glecia Carter

Phone: (470) 316-2591

Fax: (678) 436-5372

glecia.carter@dec.al.gov

Mailing Address

1000 Main Street
 Forest Park, GA 30297

Quality Rated: ★ ★

Compliance Zone Designation		
12/12/2018	Monitoring Visit	Good Standing
03/01/2018	Licensing Study	Good Standing
09/14/2017	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	A 1st Right	Three Year Olds	2	11	C	21	C	NA	NA	Lunch,Centers
Main	B- 2nd right	Three Year Olds	2	16	C	20	C	NA	NA	Lunch,Centers
Main	C 3rd Right	Four Year Olds	2	19	C	20	C	NA	NA	Centers,Lunch
Main	D 4th Right	Four Year Olds	2	16	C	20	C	NA	NA	Centers,Lunch
Main	E 5th Right	Four Year Olds	2	19	C	20	C	NA	NA	Centers,Lunch
Main	F 1st Left	Two Year Olds	2	16	C	19	C	NA	NA	Centers,Lunch
Main	G 2nd Left	Three Year Olds and Four Year Olds	2	16	C	19	C	NA	NA	Centers,Lunch
Main	H 3rd Left	Three Year Olds	2	7	C	19	C	NA	NA	Lunch,Centers
Main	I 6th Right		0	0	C	18	C	NA	NA	
Total Capacity @35 sq. ft.: 176						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 120			Total Capacity @35 sq. ft.: 176			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Right Playground	147	C

Comments

Plan of Improvement: Developed This Date 12/12/2018

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).



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

Keila Allen, Program Official

Date

Glecia Carter, Consultant

Date



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Findings Report

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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

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

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)

Met

Comment

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

Correction Deadline: 3/1/2018

Corrected on 12/12/2018

Observed the base boards were repaired.

Correction Deadline: 3/1/2018

Corrected on 12/12/2018

Observed a please keep door closed sign on the teacher's lounge. Please continue to monitor.

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

Technical Assistance

Technical Assistance

Discussed maintaining the outdoor area during inclement weather conditions. Playground equipment was in good repair.

Health and Hygiene

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

Met

Comment

Staff state proper knowledge of diapering procedures.

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

Met

Comment

Proper hand washing observed throughout the center.

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

Not Met

Finding

591-1-1-.20(4) requires the Center to keep medication in a cabinet or container that is locked or otherwise not accessible to the children and to be stored separate from cleaning chemicals, supplies or poisons. Medications requiring refrigeration shall be placed in a leak-proof container in a refrigerator that is not accessible to the children. It was determined based on observation that there was an Epi-Pen located in a child's backpack in the Toddler One Room.

POI (Plan of Improvement)

The Center will train Staff on the safe and proper storage of medication and monitor to ensure that the rule is met.

Correction Deadline: 12/12/2018

Safety

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

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

Met

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Met

Comment

The correct number of cots, sheets and blankets were observed on this date. Discussed arrangement of cots in the classroom during naptime.

Staff Records

Records Reviewed: 28

Records with Missing/Incomplete Components: 1

Staff # 1

Met

Date of Hire: 10/21/2013

Staff # 2

Met

Date of Hire: 04/25/2013

Staff # 3

Met

Date of Hire: 04/25/2013

Staff # 4	Not Met
Date of Hire: 10/01/2018	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Dissatisfied	
Staff # 5	Met
Date of Hire: 04/25/2013	
Staff # 6	Met
Date of Hire: 10/03/2016	
Staff # 7	Met
Date of Hire: 09/22/2016	
Staff # 8	Met
Date of Hire: 11/04/2016	
Staff # 9	Met
Date of Hire: 08/20/2014	
Staff # 10	Met
Date of Hire: 04/25/2013	
Staff # 11	Met
Date of Hire: 04/25/2013	
Staff # 12	Met
Date of Hire: 04/25/2013	
Staff # 13	Met
Date of Hire: 03/16/2015	
Staff # 14	Met
Date of Hire: 05/29/2015	
Staff # 15	Met
Date of Hire: 05/23/2018	
Staff # 16	Met
Date of Hire: 09/23/2014	
Staff # 17	Met
Date of Hire: 10/05/2016	
Staff # 18	Met

Records Reviewed: 28**Records with Missing/Incomplete Components: 1**

Date of Hire: 10/07/2016

Staff # 19 Met

Date of Hire: 04/01/2015

Staff # 20 Met

Date of Hire: 12/08/2016

Staff # 21 Met

Date of Hire: 04/25/2013

Staff # 22 Met

Date of Hire: 04/25/2013

Staff # 23 Met

Date of Hire: 03/28/2016

Staff # 24 Met

Date of Hire: 09/08/1989

Staff # 25 Met

Date of Hire: 08/23/2013

Staff # 26 Met

Date of Hire: 04/25/2013

Staff # 27 Met

Date of Hire: 08/03/2015

Staff # 28 Met

Date of Hire: 05/02/2013

Staff Credentials Reviewed: 28**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met****Comment**

Criminal record checks were observed to be complete.

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

Please be mindful of training expiration dates.

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

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