



**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: 1/17/2019 **VisitType:** Monitoring Visit **Arrival:** 8:30 AM **Departure:** 11:10 AM

CCLC-35134

First Step Learning Center

406 Carver Drive Fort Valley, GA 31030 Peach County
(478) 825-0509 firststeplearningc@att.net

Regional Consultant

Brandi Mangino

Phone: (478) 314-9726
Fax: (478) 599-0169
brandi.mangino@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.
01/17/2019	Monitoring Visit	Good Standing	
07/31/2018	Licensing Study	Good Standing	
01/30/2018	Licensing Study	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- front right		0	0	C	10	C	NA	NA	
Main	B1 1 Left	One Year Olds	2	3	C	8	C	NA	NA	Breakfast
Main	B2 - front left	One Year Olds and Two Year Olds	2	6	C	8	C	NA	NA	Transitioning, Circle Time, Breakfast
Main	C - back right	Infants	2	7	C	8	C	NA	NA	Diapering, Transitioning, Feeding, Floor Play
Main	D - back left	Three Year Olds	1	4	C	17	C	NA	NA	Centers, Breakfast
Main	E1-far bck	Two Year Olds and Three Year Olds	2	7	C	13	C	NA	NA	Breakfast, Centers
Main	E2 Far bck front	Two Year Olds	1	8	C	10	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 74						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 35			Total Capacity @35 sq. ft.: 74			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PlayGround A: Left	58	C
Main	PlayGround B: Back Middle	14	C

Comments

One-day letter left on this date.

Plan of Improvement: Developed This Date 01/17/2019

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/Regulations.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

Linda Cooper, Program Official

Date

Brandi Mangino, Consultant

Date



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

Findings Report

Date: 1/17/2019 **VisitType:** Monitoring Visit **Arrival:** 8:30 AM **Departure:** 11:10 AM

CCLC-35134

First Step Learning Center

406 Carver Drive Fort Valley, GA 31030 Peach County
(478) 825-0509 firststeplearningc@att.net

Mailing Address
Same

Regional Consultant

Brandi Mangino
Phone: (478) 314-9726
Fax: (478) 599-0169
brandi.mangino@decal.ga.gov

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.

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

Technical Assistance

Consultant discussed to monitor the top step on the large playground metal play structure as the step has a crack in the brown material that has sharp edges.

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

Health and Hygiene

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

Proper diapering procedures observed.

591-1-1-.17 Hygiene(CR)**Met****Comment**

Proper hand washing observed throughout the center.

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

The Provider currently does not dispense/administer medication.

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 mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

Records Reviewed: 16**Records with Missing/Incomplete Components: 1**

Staff # 1	Met
Date of Hire: 03/21/2016	
Staff # 2	Met
Date of Hire: 04/12/2012	
Staff # 3	Met
Date of Hire: 06/28/2015	
Staff # 4	Met
Date of Hire: 10/14/2015	
Staff # 5	Met
Date of Hire: 05/10/2016	
Staff # 6	Met
Date of Hire: 09/19/2015	

Records Reviewed: 16**Records with Missing/Incomplete Components: 1**

Staff # 7 Date of Hire: 02/09/2018	Met
Staff # 8 Date of Hire: 03/01/2012	Met
Staff # 9 Date of Hire: 01/17/2019 <u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	Not Met
Staff # 10 Date of Hire: 10/12/2015	Met
Staff # 11 Date of Hire: 06/25/2015	Met
Staff # 12 Date of Hire: 09/06/2018	Met
Staff # 13 Date of Hire: 07/30/2012	Met
Staff # 14 Date of Hire: 09/07/2018	Met
Staff # 15 Date of Hire: 11/13/2017	Met
Staff # 16 Date of Hire: 01/03/2019	Met

Staff Credentials Reviewed: 16**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on a review of records that one staff member had a hire date of January 17, 2019 and portability for fingerprints expired November 2018.

POI (Plan of Improvement)

The Center will ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed.

Correction Deadline: 1/17/2019

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

Discussed combining children of mixed ages.

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

Met

Comment

Adequate supervision observed on this date.