



**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:** 4/23/2019 **VisitType:** Licensing Study **Arrival:** 11:00 AM **Departure:** 2:00 PM

**CCLC-35159**

**Three Taverns Church- The Academy**

3575 Acworth Due West Rd., NW Acworth, GA 30101 Cobb County  
 (678) 208-7608 Chandra@threetavernschurch.org

**Regional Consultant**

Karyn Presley

Phone: (770) 342-7904

Fax: (678) 891-5958

karyn.presley@dec.al.ga.gov

**Mailing Address**

Same

**Quality Rated:** No

<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.
04/23/2019	Licensing Study	Good Standing	
09/10/2018	Monitoring Visit	Good Standing	
01/04/2018	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	Two Year Olds	1	10	C	15	C	NA	NA	TV,Free Play,Diapering
Main	B/2R	Infants	1	3	C	9	C	NA	NA	Nap
Main	C/2L		0	0	C	16	C	NA	NA	Not In Use
Main	D/3L	Infants and One Year Olds	1	4	C	16	C	NA	NA	Floor Play,Free Play,Feeding
Main	E/1L	One Year Olds	1	6	C	16	C	NA	NA	Diapering,Free Play,Transitioning
Main	F- Front Back Middle	Three Year Olds	1	9	C	11	C	NA	NA	Outside
Main	G- Back Far Right	Three Year Olds and Four Year Olds and Five Year Olds	1	13	C	13	C	NA	NA	Outside,Transitioning
Main	H- Back Far Left		0	0	C	13	C	NA	NA	Not In Use

Total Capacity @35 sq. ft.: 109

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 45

Total Capacity @35 sq. ft.: 109

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Front	18	C
Main	Front	26	C

**Comments**

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.al.ga.gov/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.

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#### 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.

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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.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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Chandra King, Program Official

Date

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Karyn Presley, Consultant

Date



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### Findings Report

**Date:** 4/23/2019 **VisitType:** Licensing Study

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The following information is associated with a Licensing Study:

### 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**

**Comment**

Records were observed to be complete and well organized.

### Facility

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<b>591-1-1-.06 Bathrooms</b>	<b>Met</b>
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**Comment**

Bathrooms observed to be clean and well maintained.

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<b>591-1-1-.19 License Capacity(CR)</b>	<b>Met</b>
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**Comment**

Licensed capacity observed to be routinely met by center.

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<b>591-1-1-.25 Physical Plant - Safe Environment(CR)</b>	<b>Met</b>
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**Comment**

No hazards observed accessible to children on this date.

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<b>591-1-1-.26 Playgrounds(CR)</b>	<b>Met</b>
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**Comment**

Playground observed to be clean and in good repair.

<b>Food Service</b>
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<b>591-1-1-.15 Food Service &amp; Nutrition</b>	<b>Met</b>
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**Comment**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk  
5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk  
2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://decalfga.gov/CACFP/Handbook.aspx>

USDA

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

<b>Health and Hygiene</b>
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<b>591-1-1-.07 Children's Health</b>	<b>Met</b>
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**Comment**

Discussed the following rule with the provider 591-1-1-.07(5) requires Center Staff to not permit children to wear around their necks or attach to their clothing pacifiers or other hazardous items.

**Correction Deadline: 4/23/2019**

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<b>591-1-1-.10 Diapering Areas &amp; Practices(CR)</b>	<b>Not Met</b>
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**Comment**

Discussed the following rule with the provider 591-1-1-.10(4) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel.

**Correction Deadline: 4/23/2019**

**Finding**

591-1-1-.10(5) requires that Center Staff shall not leave infants or children unattended while being diapered or having their clothes changed on the diaper changing surface. It was determined based on consultant's observation a staff member left a one-year-old child unattended on the changing table during diapering to get diapering supplies from the cabinet.

**POI (Plan of Improvement)**

The Center will ensure Staff are trained, procedures are reviewed periodically and diaper changing is monitored periodically.

**Correction Deadline: 4/23/2019**

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

Discussed the following rule with the provider 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.

**Correction Deadline: 4/23/2019**

**Finding**

591-1-1-.17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined based on consultant's observation the staff in the first left and the staff in the first right did not wash hands before or after diapering children.

**POI (Plan of Improvement)**

The Center will ensure liquid soap and warm running water are available for handwashing, train Staff on the handwashing requirements, review the requirements with Staff periodically, and monitor handwashing.

**Correction Deadline: 4/23/2019**

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

The Provider currently does not dispense/administer medication.

<b>Policies and Procedures</b>
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**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 consultant's review of records no tornado drill or lock down drill was documented in the last six months as required.

**POI (Plan of Improvement)**

The Center will hold the drills as required and keep the documentation of the drills on file for two years. Discussed updated emergency plans as well.

**Correction Deadline: 4/28/2019**

<b>Safety</b>
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**591-1-1-.05 Animals** **Met**

**Comment**

Center does not keep animals on premises.

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

**Comment**

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

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

**Comment**

Center does not participate in field trips at this time.

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

**Comment**

Center does not provide routine transportation.

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<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)** **Met**

**Comment**

Discussed the following rule with the provider 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.

**Correction Deadline: 4/23/2019**

**Comment**

Discussed the following rule 591-1-1-.30(1)(b)1 requires that cots and mats are of sound construction and of sufficient size to accommodate comfortably the size and weight of the child; and that mats are in good repair, washable, covered with a waterproof material and at least two inches (2") thick.

**Correction Deadline: 4/23/2019**

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<b>Staff Records</b>
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**Records Reviewed: 13**

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

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Staff # 1	Met
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Date of Hire: 11/09/2017

Staff # 2	Met
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Date of Hire: 08/04/2018

Staff # 3	Met
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Date of Hire: 09/17/2018

Staff # 4	Met
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Date of Hire: 10/15/2018

Staff # 5	Met
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Date of Hire: 10/02/2101

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 6	Met
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**Records Reviewed: 13****Records with Missing/Incomplete Components: 1**

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Date of Hire: 04/09/2019

Staff # 7

Met

Date of Hire: 10/09/2018

Staff # 8

Met

Date of Hire: 06/04/2018

Staff # 9

Met

Date of Hire: 03/27/2019

Staff # 10

Not Met

Date of Hire: 02/04/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 11

Met

Date of Hire: 09/15/2017

Staff # 12

Met

Date of Hire: 01/01/1998

Staff # 13

Met

Date of Hire: 07/09/2018

**Staff Credentials Reviewed: 13**

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

Director provided six files for employees hired since last visit.

**Finding**

591-1-1-.09(1.) (b) requires the Center to ensure that every Director 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 Director 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 consultants review of records that staff member number ten had scanned fingerprints but had not submitted a fingerprint application on decal koala therefore did not have a fingerprint determination on file.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will ensure that the Director 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 Director 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. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will ensure the CRC rules are maintained.

Consultant left a one day letter and the affidavit with the provider

The staff member was not present the day of the visit .

**Correction Deadline: 4/23/2019**

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

Evidence observed of 100% of center staff certified in First Aid and CPR.

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

**Correction Deadline: 12/31/2018**

**Corrected on 4/23/2019**

**.33(6) - Previous citation was observed to be corrected in that 2018 training was observed complete**

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

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Comment**

Center observed to maintain appropriate staff:child ratios.

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**591-1-1-.32 Supervision(CR)****Met****Comment**

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