



**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: 4/4/2019 **VisitType:** Licensing Study **Arrival:** 3:15 PM **Departure:** 5:30 PM

CCLC-3532

PRIME TIME DISCOVERY - GOSHEN

4040 OLD WAYNESBORO ROAD Augusta, GA 30906 Richmond County
(706) 313-4784 dalberson@thefamilyy.org

Mailing Address
1058 Claussen Road
Augusta, GA 30907

Regional Consultant

Melyn Smith

Phone: (706) 855-3455
Fax: (706) 434-7640
melyn.smith@decal.ga.gov

Quality Rated: ★ ★

Compliance Zone Designation		
04/04/2019	Licensing Study	Good Standing
09/17/2018	Monitoring Visit	Good Standing
03/07/2018	Licensing Study	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	Cafeteria	Five Year Olds and Six Year Olds and Over	4	45	C	89	C	NA	NA	Outside
Total Capacity @35 sq. ft.:			89		Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 45			Total Capacity @35 sq. ft.:		Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Main Play Yard	95	C

Comments

Plan of Improvement: Developed This Date 04/04/2019

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

Kimberly Simpkins, Program Official

Date

Melyn Smith, Consultant

Date



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Findings Report

Date: 4/4/2019 **VisitType:** Licensing Study **Arrival:** 3:15 PM **Departure:** 5:30 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Met

Correction Deadline: 9/17/2018

Corrected on 4/4/2019

.03(9) - Previous citation corrected, based on observation, in that center staff were observed to refrain from engaging in or allowing children or other adults to engage in activities that could be detrimental to a child's health or well-being on this date.

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)

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 4

Child # 1	Not Met
"Missing/Incomplete Components"	
.08(3)-Address of Release Person Missing	
Child # 2	Met
Child # 3	Met
Child # 4	Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

Child # 5

Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

Child # 6

Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

591-1-1-.08 Children's Records

Not Met

Finding

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined, based on review of records, that three of six children's files were lacking the name and/or phone number for the child's primary physician on this date. It was further determined that one of six children's files reviewed was lacking the addresses for release persons on this date.

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 4/25/2019

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

Center appears clean and well maintained.

Comment

No hazards observed accessible to children on this date.

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

Met

Comment

Playground observed to be clean and in good repair.

Health and Hygiene

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

Comment

The after school program does not enroll diapered children.

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

Correction Deadline: 9/17/2018

Corrected on 4/4/2019

.17(7) - Previous citation corrected, based on observation, in that proper handwashing was observed on this date.

591-1-1-.20 Medications(CR) **N/A**

Comment

The Provider currently does not dispense/administer medication.

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 review of records, that the center was lacking documentation for conducting a lockdown drill from August 2018 to March 2019, when it is required for one to be conducted every six months.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 4/26/2019

Safety

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) **N/A**

Comment

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR) **N/A**

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Comment

The after school program does not provide a nap or rest period.

Records Reviewed: 7

Records with Missing/Incomplete Components: 1

Staff # 1	Not Met
Date of Hire: 09/28/2018	
<u>"Missing/Incomplete Components"</u>	
.24(1)-Evidence of Orientation Missing	
Staff # 2	Met
Date of Hire: 07/15/2017	
Staff # 3	Met
Date of Hire: 08/11/2016	
Staff # 4	Met
Date of Hire: 08/06/2018	
Staff # 5	Met
Date of Hire: 03/08/2016	
Staff # 6	Met
Date of Hire: 11/01/2018	
Staff # 7	Met
Date of Hire: 09/04/2018	

Staff Credentials Reviewed: 7

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met

Comment

Criminal record checks were observed to be complete.

591-1-1-.09 Criminal Records Check(CR) Met

Correction Deadline: 9/17/2018

Corrected on 4/4/2019

.09(1)(a) - Previous citation corrected, based on review of records, in that all staff had satisfactory criminal records check determination letters dated within 12 months of hire on file on this date.

591-1-1-.24 Personnel Records Met

Correction Deadline: 9/22/2018

Corrected on 4/4/2019

.24(1) - Previous citation corrected, based on review of records, in that all staff had a personnel file on this date.

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

591-1-1-.33(7) requires that evidence of orientation and training be documented in the Personnel file of each Staff member and be available to the Department for inspection. It was determined, based on review of records, that one staff was lacking evidence of orientation on this date.

POI (Plan of Improvement)

The Center will develop and implement procedures to review staff records for documentation of training and orientation, to obtain and place missing documentation in staff records, and to file such documents in staff records on an ongoing basis.

Correction Deadline: 4/14/2019

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**

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

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

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