



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: 11/21/2017 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 11:05 AM **Departure:** 3:40 PM

CCLC-37513

Our House Genesis

173 Boulevard, NE Atlanta, GA 30312 Fulton County
 (404) 522-6056 tlwyer@ourhousega.org

Regional Consultant

Lajuana Williams

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Mailing Address
 Same

Quality Rated: ★ ★ ★

Compliance Zone Designation		
11/21/2017	Complaint Closure	Good Standing
11/21/2017	Complaint Investigation & Monitoring Visit	Good Standing
08/01/2017	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	A-Infant	Infants	2	4	C	18	C	NA	NA	Nap, Floor Play
Main	B-toddler	One Year Olds and Two Year Olds	2	6	C	18	C	NA	NA	Lunch, Outside, Transitioning
Main	C	Two Year Olds	3	5	C	18	C	NA	NA	Outside
Main	D-3 year old	Three Year Olds	3	12	C	16	C	NA	NA	Outside, Transitioning
Main	E-Pre-K	PreK	2	10	C	27	C	NA	NA	Transitioning, Outside
Main	F	Infants	2	7	C	14	C	NA	NA	Feeding, Floor Play, Nap

Total Capacity @35 sq. ft.: 91

Total Capacity @25 sq. ft.: 0

Building @35 capacity limited by Fire Marshall Limitations

Total # Children this Date: 44

Total Capacity @35 sq. ft.: 91

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A-Infant/Toddler	25	C
Main	B-Preschool	34	C

Comments

Plan of Improvement: Developed This Date 11/21/2017

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).



Reminder: All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.

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@decals.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://decals.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.

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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.decals.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@decals.ga.gov

Angelique Harris, Program Official

Date

Lajuana Williams, 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

591-1-1-.12(4) - Equipment observed to be secure.

Correction Deadline: 11/21/2017

591-1-1-.35 Swimming Pools & Water-related Activities(CR)

Met

Comment

No Swimming Activities Provided

Children's Records

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

Met

Correction Deadline: 8/1/2017

Corrected on 11/21/2017

.08(1) - Previous cite corrected,

Correction Deadline: 8/1/2017

Corrected on 11/21/2017

.08(1)(c) - Previous cite corrected

Correction Deadline: 8/1/2017

Corrected on 11/21/2017

.08(1)(d) - Previous cite corrected.

Facility

591-1-1-.19 License Capacity(CR) **Met**

Comment

Licensed Capacity Routinely Met

591-1-1-.25 Physical Plant - Safe Environment(CR) **Met**

Comment

Observation-No Hazards Accessible

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

Comment

Observation-Clean/Good Repair

Health and Hygiene

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

Comment

Staff Stated Proper Knowledge

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

Correction Deadline: 2/24/2017

Corrected on 11/21/2017

.17(8)(a-d) - Previous cite corrected. Procedures were discussed and staff stated proper knoweldge.

591-1-1-.20 Medications(CR) **Technical Assistance**

Technical Assistance

591-1-1-.20(1) - Please ensure a medication authorization form is maintained on file for the Epi-pen observed. In order for the authorization to remain valid beyond two weeks, please ensure a signed physician's note or an allergy action plan filled out by physician is also maintained on file. Should medication be brought the center in any other form other than in it's original container, please return medicine to the parent/guardian.

Correction Deadline: 11/21/2017

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Met**

Correction Deadline: 8/6/2017

Corrected on 11/21/2017

.21(1)(q) - Previous cite corrected. It was discussed that the policy was included with the handbook and signed separately. The center will ensure that the parent handbook is updated to include a section regarding safe sleep policies.

Correction Deadline: 8/1/2017

Corrected on 11/21/2017

.21(3) - Previous cite corrected. Please ensure lock down drills are conducted every six months and doughtmented.

Safety

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

Comment

Observed-Positive Learning Environment

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

591-1-1-.13(5)-Field trips will be reviewed on the next licensing visit.

POI (Plan of Improvement)

Previously Cited: Center Staff will review emergency medical information for each child who goes on a field trip and obtain any missing information. The Center will ensure that this information is in the possession of both the Center and the required adult on the trip.

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Correction Deadline: 8/1/2017

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

No Routine Transportation Provided

Sleeping & Resting Equipment

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

Discussed-SIDS/Infant Sleeping Position

Comment

Observed-Pleasant Naptime Environment

Staff Records**Records Reviewed: 25****Records with Missing/Incomplete Components: 1**

Staff # 1	Met
Date of Hire: 12/19/2016	
Staff # 2	Met
Date of Hire: 07/31/2017	
Staff # 3	Met
Date of Hire: 11/21/1995	
Staff # 4	Not Met
Date of Hire: 08/29/2017	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Dissatisfied	
Staff # 5	Met
Date of Hire: 11/03/2014	
Staff # 6	Met
Date of Hire: 10/13/2017	

Staff # 7 Date of Hire: 10/14/2016	Met
Staff # 8 Date of Hire: 08/04/2015	Met
Staff # 9 Date of Hire: 09/15/2014	Met
Staff # 10 Date of Hire: 12/07/2016	Met
Staff # 11 Date of Hire: 01/04/2016	Met
Staff # 12 Date of Hire: 10/07/2013	Met
Staff # 13 Date of Hire: 09/24/2012	Met
Staff # 14 Date of Hire: 07/16/2016	Met
Staff # 15 Date of Hire: 06/25/2009	Met
Staff # 16 Date of Hire: 01/23/2017	Met
Staff # 17 Date of Hire: 01/25/2016	Met
Staff # 18 Date of Hire: 07/29/2002	Met
Staff # 19 Date of Hire: 02/03/2012	Met
Staff # 20 Date of Hire: 02/20/2017	Met
Staff # 21 Date of Hire: 08/11/2014	Met

Records Reviewed: 25

Records with Missing/Incomplete Components: 1

Staff # 22 Date of Hire: 01/04/2016	Met
Staff # 23 Date of Hire: 07/25/2017	Met
Staff # 24 Date of Hire: 08/23/2015	Met
Staff # 25 Date of Hire: 05/03/2004	Met

Staff Credentials Reviewed: 25

591-1-1-.09 Criminal Records Check(CR) **Not Met**

Finding

591-1-1-.09(1)(d) requires each Employee and Center Director hired on or after January 1, 2014 to have a satisfactory Fingerprint Records Check Determination with a Records Check Clearance date that is within 12 months of their hire date. In order for the Department to issue a satisfactory Fingerprint Records Check Determination, each Employee and Director must submit both a Fingerprint Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on the observation of staff records that one staff was hired with a clearance letter that was no longer portable.

POI (Plan of Improvement)

The Center will ensure that each director and employee hired after January 1, 2014 has a satisfactory Fingerprint Records Check Determination dated within 12 months of the hire date and will submit the required documents to obtain the determination if they have not already done so.

Correction Deadline: 11/21/2017

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

Correction Deadline: 8/31/2017

Corrected on 11/21/2017

.33(3) - Previous cite corrected.

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

Comment

591-1-1-.31(13) - Center compliant with the current laws and regulations.

Correction Deadline: 11/21/2017

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR) **Met**

Comment

Observed-Appropriate Staff:Child Ratios

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

Comment

Observed-Adequate Supervision