



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: 11/28/2017 **VisitType:** Licensing Study

Arrival: 9:10 AM

Departure: 12:55 PM

CCLC-37783

Smart Start Learning Center, LLC

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Regional Consultant

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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.
11/28/2017	Licensing Study	Good Standing	
06/21/2017	Licensing Study	Good Standing	
12/08/2016	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 /B- 1R	Infants	1	3	C	11	C	NA	NA	Floor Play
Main	C - School Age		0	0	C	5	C	NA	NA	
Main	D - 4's 2nd R		0	0	C	7	C	NA	NA	
Main	E-3's - 3rd L	Two Year Olds	1	8	NC	6	NC	NA	NA	Circle Time,Centers
Total Capacity @35 sq. ft.: 29			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 11			Total Capacity @35 sq. ft.: 29			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	34	C

Comments

Consultant left director with details on required first year training, the two and three year old mixed ages parent form, and Quality Rated information.

Plan of Improvement: Developed This Date 11/28/2017

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@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.

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.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

Nateshia Scott, Program Official

Date

Valarie Musselwhite, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Not Met

Finding

591-1-1-.03(1) requires the Center to provide a daily planned program of varied and developmentally appropriate activities to promote social, emotional, physical, cognitive, language and literacy growth. Center Staff shall use a variety of teaching methods to accommodate the needs of the children's different learning styles. It was determined based on an observation that lesson plans for Classroom A and E were not posted and available.

POI (Plan of Improvement)

The Center will plan a program that includes a variety of developmentally appropriate activities that are provided daily, train Staff to use various teaching methods, and monitor both.

Correction Deadline: 11/28/2017

Recited on 11/28/2017

591-1-1-.12 Equipment & Toys(CR)

Technical Assistance

Comment

Observed-Variety Throughout Center

Technical Assistance

591-1-1-.12(2) - Reminder to watch bouncy seats for tearing fabric and mats for torn edges exposing foams and beginning of peeling paint in Classroom E.

Correction Deadline: 11/28/2017

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

Met

Comment

No Swimming Activities Provided

Children's Records

Records Reviewed: 5**Records with Missing/Incomplete Components: 1**

Child # 1	Met
Child # 2	Met
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Doctor, Clinic, Phone Numbers	
Child # 4	Met
Child # 5	Met

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 a previously cited children's records is still missing the doctor's phone number.

POI (Plan of Improvement)

Previously Cited: 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.

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: 11/28/2017**Recited on 11/28/2017****Correction Deadline: 7/1/2017****Corrected on 11/28/2017**

.08(g) - Correction of previous citation in that all children's files reviewed had updated immunization forms on file.

Evening Care

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

No evening care hours

Facility

591-1-1-.06 Bathrooms	Met
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Comment

Secure Cleaning Tools Out of Reach

591-1-1-.19 License Capacity(CR)	Not Met
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Finding

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on an observation that eight children were housed in Classroom E that is licensed for six children.

POI (Plan of Improvement)

The Center will limit the number of children in this space to the licensed capacity.

Correction Deadline: 11/28/2017

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

Observation-No Hazards Accessible

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

Observation-Clean/Good Repair

Food Service

591-1-1-.15 Food Service & Nutrition	Not Met
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Correction Deadline: 6/21/2017

Corrected on 11/28/2017

.15(1) - Correction of previous citation in that children were served oranges for the fruit component for breakfast on this date.

Finding

591-1-1-.15(5) requires that menus of meals and snacks meet the following requirements: 1) be provided for the current week, 2) be dated, 3) be posted near the front entrance in a location conspicuous to parents, 4) have substitutions recorded on the posted menu, and 5) be retained at the Center for six months. It was determined based on observation that the menu requirements were not met as follows: substitution for breakfast waffles, oranges, and milk was not recorded in the place of cereal, peaches, and milk which was observed on the menu for this day.

POI (Plan of Improvement)

To ensure that menu requirements are met, the center will note any menu changes made where parents can view each day.

Correction Deadline: 11/28/2017

Recited on 11/28/2017

591-1-1-.18 Kitchen Operations	Met
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Comment

Kitchen Appears Clean/Well Organized

Health and Hygiene

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

Observed-Proper Diapering

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

591-1-1-.17 - Reminder - hand sanitizer is not a replacement when warm running water and soap should be used for hand washing.

Technical Assistance

591-1-1-.17(7)(a) - Ensure that infants who are able to hold up their own heads are being assisted to wash their hands using warm running water and soap.

Correction Deadline: 11/28/2017

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 an observation that one staff did not wash their hands before changing a child's diaper and another staff member entered the infant room and handled an infant before washing their hands upon entering the room.

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: 11/28/2017

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

Director stated no medication is being given at this time.

Safety

591-1-1-.05 Animals**Met****Comment**

No Animals Kept

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

Observed-Positive Learning Environment

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

No Field Trips at This Time

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

No Routine Transportation Provided

Sleeping & Resting Equipment

Finding

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. It was determined based on an observation that two of five crib sheets were observed to be loose and not tight fitting. Furthermore, staff stated sheets are changed twice a week rather than daily.

POI (Plan of Improvement)

The center will ensure that each crib has an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant.

Correction Deadline: 11/28/2017

Finding

591-1-1-.30(2) requires the Center to provide a safe sleep environment in accordance with American Academy of Pediatrics (AAP), Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials (ASTM) recommendations as listed in these rules for all infants. Center Staff shall place an infant to sleep on the infant's back in a crib unless the Center has been provided a physician's written statement authorizing another sleep position for that particular infant that includes how the infant shall be placed to sleep and a time frame that the instructions are to be followed. When an infant can easily turn over from back to front and back again, Staff shall continue to put the infant to sleep initially on the infant's back but allow the infant to roll over into his or her preferred position and not re-position the infant. Sleepers, sleep sacks and wearable blankets that fit according to the commercial manufacturer's guidelines and will not slide up around the infant's face may be used when necessary for the comfort of the sleeping infant. Swaddling shall not be used unless the Center has been provided a physician's written statement authorizing its use for a particular infant that includes instructions and a time frame for swaddling the infant. Center Staff shall not place objects or allow objects to be placed in or on the crib with an infant such as but not limited to toys, pillows, quilts, comforters, bumper pads, sheepskins, stuffed toys, or other soft items and shall not attach objects or allow objects to be attached to a crib with a sleeping infant, such as, but not limited to, crib gyms, toys, mirrors and mobiles. It was determined based on an observation that a two month old infant was sleeping on their stomach in a crib while wearing a bib and pacifier clip.

POI (Plan of Improvement)

The Center will take all steps necessary to provide a safe sleep environment for infants as listed in these rules; will train Staff to follow these rules; and will monitor for compliance.

Correction Deadline: 11/28/2017

Staff Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 1

Staff # 1	Not Met
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Date of Hire: 08/22/2014

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 2	Met
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Staff # 3	Met
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Date of Hire: 05/01/2016

Staff # 4	Met
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Staff # 5	Met
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Date of Hire: 06/06/2014

Staff # 6

Met

Date of Hire: 01/08/2016

Staff Credentials Reviewed: 6

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

Criminal Records Check complete

591-1-1-.14 First Aid & CPR**Not Met****Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on review of records that one staff member was without First Aid and CPR training.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 12/28/2017**Correction Deadline: 7/1/2017****Corrected on 11/28/2017****.14(3) - Correction of previous citation in that center purchased a new first aid kit with all needed items.**

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

591-1-1-.33(4) requires all Staff who provide any direct care to children, except independent contractors, Students-in-Training and volunteers, to obtain ten (10) clock hours of training or instruction in child care issues from an accredited school or Department-approved source. At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children. It was determined based on review of records that two staff hired in 2016 have not completed the required hours of training for infectious diseases.

POI (Plan of Improvement)

Previously Cited: The center will plan and schedule training and follow up to ensure that direct care staff complete the required hours of training in the required subjects.

The Center will plan and schedule training and follow up to ensure that direct care Staff complete the required hours of training in the required subjects.

Correction Deadline: 12/28/2017**Recited on 11/28/2017**

Finding

591-1-1-.33(5) requires the Director and person with primary responsibility for food preparation to have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on an observation that the assigned cook did not have the required nutrition training.

POI (Plan of Improvement)

The Center will schedule food preparation training, as required, and follow up to ensure the training is completed.

Correction Deadline: 12/28/2017

591-1-1-.31 Staff(CR)**Not Met****Finding**

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on review of records that one lead teacher did not have the required lead teacher credentials.

POI (Plan of Improvement)

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience.

Correction Deadline: 12/29/2017

Staffing and Supervision

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

Observed direct and attentive supervision in Classroom A and Classroom E on this date.

591-1-1-.32 Supervision(CR)**Not Met****Finding**

591-1-1-.32(7) requires that children be supervised at all times and that the persons supervising in the child care area be alert, able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the chaperones and Students-in-Training, and provide timely attention to the children's actions and needs. It was determined based on staff statement that a lead teacher cooked breakfast while an infant sat in a bouncy seat in a room divided from the kitchen by a forty-nine inch half wall.

POI (Plan of Improvement)

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

Correction Deadline: 11/28/2017