



**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: 1/10/2019 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 10:05 AM **Departure:** 12:30 PM

CCLC-377

River Oaks Day Care, Inc.

5400 Floyd Road Mableton, GA 30126 Cobb County
(770) 941-6596 riveroaksdaycare@bellsouth.net

Regional Consultant

Alison Benson

Phone: (866) 369-6921

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alison.benson@decals.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.
01/10/2019	Complaint Investigation & Licensing Study	Good Standing	
11/27/2018	Complaint Closure	Good Standing	
09/20/2018	Complaint Investigation & 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	1L	PreK	2	22	C	20	NC	NA	NA	Lunch
Main	1R	Three Year Olds and Four Year Olds	1	14	C	13	NC	NA	NA	Nap
Main	2L	PreK	2	21	C	21	C	NA	NA	Lunch
Main	2R	One Year Olds and Two Year Olds	2	12	C	13	C	NA	NA	Nap
Main	REAR RT.		0	0	C	10	C	NA	NA	

Total Capacity @35 sq. ft.: 77

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 69

Total Capacity @35 sq. ft.: 77

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	LEFT PGROUND	34	C
Main	RT PLAYGRND	34	C

Comments

Fingerprint letters were observed for all staff.

Plan of Improvement: Developed This Date 01/10/2019

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

Sue Pierce, Program Official

Date

Alison Benson, Consultant

Date



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Findings Report

Date: 1/10/2019 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 10:05 AM **Departure:** 12:30 PM

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The following information is associated with a Licensing Study 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)

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 4

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

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

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 children's records, the following were not included in children's records on this date: 3 of 5 records did not include the address of release person(s), 1 of 5 records did not include the work address(s) of parent(s), and 1 of 5 records did not include phone number for doctor.

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: 1/24/2019

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

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.

Food Service

591-1-1-.18 Kitchen Operations

Met

Comment

Kitchen appears clean and well organized.

Health and Hygiene

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

Met

Comment

Staff stated proper knowledge of diapering procedures.

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

Comment

Proper hand washing observed throughout the center.

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

Comment

Per owner, no medication is being dispensed at this time.

Policies and Procedures

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

Comment

Per documentation, the center is conducting emergency drills as required.

Correction Deadline: 1/15/2019

Safety

591-1-1-.05 Animals Met

Comment

Center does not keep animals on premises.

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

Comment

Age-appropriate discussion and/or redirection observed.

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) Met

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 10

Records with Missing/Incomplete Components: 0

Staff # 1 Met
Date of Hire: 08/13/2012

Staff # 2 Met
Date of Hire: 09/24/2018

Staff # 3 Met

Records Reviewed: 10

Records with Missing/Incomplete Components: 0

Date of Hire: 09/05/2017

Staff # 4

Met

Date of Hire: 02/26/2018

Staff # 5

Met

Date of Hire: 02/05/2018

Staff # 6

Met

Date of Hire: 09/16/2013

Staff # 7

Met

Date of Hire: 01/07/2019

Staff # 8

Met

Date of Hire: 07/27/2015

Staff # 9

Met

Date of Hire: 11/03/2014

Staff # 10

Met

Date of Hire: 09/03/1998

Staff Credentials Reviewed: 10

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

Met

Comment

Criminal record checks were observed to be complete.

591-1-1-.14 First Aid & CPR

Met

Comment

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

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

Center observed to maintain appropriate staff:child ratios.

The following information is associated with a Complaint Investigation Visit:

Activities and Equipment

591-1-1-.03 Activities

Met

Correction Deadline: 10/24/2018

Corrected on 1/10/2019

.03(9) - Teachers have been instructed to redirect children as soon as possible in order to prevent incidents from occurring.

Health and Hygiene

591-1-1-.07 Children's Health

Met

Correction Deadline: 11/6/2018

Corrected on 1/10/2019

.07(2) - All injuries involving the head are now reported to the front office and the parents right away.

Staffing and Supervision

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

Met

Correction Deadline: 11/6/2018

Corrected on 1/10/2019

.32(7) - Staff have been instructed to ensure that children are redirected before causing harm to themselves or others.