



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: 5/20/2020 **VisitType:** Licensing Study **Arrival:** 3:00 PM **Departure:** 5:00 PM

CCLC-37833

North Lanier Christian Academy

829 Atlanta Road Cumming, GA 30040 Forsyth County
 (770) 205-8422 liliampenalver@northlanier.org

Regional Consultant

Mandi Sloan

Phone: (770) 357-5097

Fax: (770) 357-5098

mandi.sloan@dec.al.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.
05/20/2020	Licensing Study	Good Standing	
10/17/2019	Monitoring Visit	Good Standing	
06/03/2019	Licensing Study	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
ED Building	F (102)		0	0	C	15	C	NA	NA	Not In Use
ED Building	G (104)		0	0	C	15	C	NA	NA	Not In Use
ED Building	H (106)		0	0	C	15	C	NA	NA	Not In Use
ED Building	I (108)		0	0	C	15	C	NA	NA	Not In Use
ED Building	J (109)		0	0	C	14	C	NA	NA	Not In Use
ED Building	K (111)		0	0	C	13	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 87			Total Capacity @25 sq. ft.: 0							
Main WAC Bldg	A (106)	Three Year Olds and Four Year Olds and Five Year Olds	1	3	C	8	C	NA	NA	Transitioning,Out side
Main WAC Bldg	B (108)	One Year Olds	1	4	C	11	C	NA	NA	Free Play
Main WAC Bldg	C (110)		0	0	C	11	C	NA	NA	Not In Use
Main WAC Bldg	D (111)		0	0	C	12	C	NA	NA	Not In Use

Main WAC Bldg	E (112)		0	0	C	12	C	NA	NA	Floor Play, Not In Use
Main WAC Bldg	F (113)	Two Year Olds	1	2	C	13	C	NA	NA	Free Play

Total Capacity @35 sq. ft.: 67

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 9

Total Capacity @35 sq. ft.: 154

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
ED Building	B	28	C
Main WAC Bldg	A	97	C

Comments

An Administrative Review was conducted on May 20, 2020. Staff files, children's files, training and background checks were all reviewed. A virtual inspection was conducted on June 29, 2020 with the Director. An in-person visit was not conducted due to the COVID 19 pandemic. Compliance with the Executive Order issued on June 15, 2020 was reviewed during the virtual inspection.

Plan of Improvement: No Plan Developed

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/ChildCare/ChildCareRulesAndRegulations.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.decal.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@decal.ga.gov

Liliam PENALVER, Program Official

Date

Mandi Sloan, 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-.12 Equipment & Toys(CR)

Met

Comment

Discussed rotating toys to support the procedures of daily disinfecting. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk though on this date.

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: 5

Child # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Emergency Contact information Missing	
Child # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Emergency Contact information Missing	
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Emergency Contact information Missing	
Child # 4	Not Met

"Missing/Incomplete Components"

.08(1)-Emergency Contact information Missing

Child # 5

Not Met

"Missing/Incomplete Components"

.08(1)-Emergency Contact information Missing

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

Not Met

Comment

Arrival and Departure records were observed to be complete.

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 five of five children's records reviewed did not contain the address to whom the child may be released.

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: 5/20/2020

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Center appeared to be clean and well maintained upon virtual walk through.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Playground appeared to be clean and in good repair upon virtual walk through.

Food Service

591-1-1-.15 Food Service & Nutrition

Met

Comment

Center menu meets USDA guidelines.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Meal service was stated to take place in classrooms rather than in a congregated or communal setting.

Health and Hygiene

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

Handwashing and sanitizing requirements for diapering were discussed with the Provider on this date.

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

Handwashing requirements were discussed with the Provider on this date.

591-1-1-.20 Medications(CR)**Not Met****Finding**

591-1-1-.20(1) requires Personnel to obtain specific written authorization from the child's physician or parent in order to dispense prescription or non-prescription medications, except for first aid. Such authorization will include when applicable, date; full name of the child; name of the medication; prescription number, if any; dosage; the dates to be given; the time of day to be dispensed; and signature of parent. It was determined based on review of records that five of five authorization for medication forms reviewed did not include the complete dates the medication was to be dispensed.

POI (Plan of Improvement)

The Center will train Staff to obtain and review parental authorizations to ensure the authorization contains complete information. The designated person(s) will monitor daily.

Correction Deadline: 5/20/2020**Finding**

591-1-1-.20(3) requires the Center to maintain a record of medication dispensed that includes the date, time and amount of medication, any noticeable adverse reaction, and the signature or initials of the person administering the medication. It was determined based on review of records that five of five medication records reviewed did not include the amount of medication dispensed or any noticeable adverse reactions.

POI (Plan of Improvement)

The Center will train Staff responsible for dispensing medication in the accurate completion and storage of the records and will implement a plan to monitor this.

Correction Deadline: 5/20/2020

Safety

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Provider on this date.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Sleeping and Resting was not directly observed during the virtual walk through. Regulations regarding proper sleeping and resting were discussed with the Provider on this date.

Staff Records

Records Reviewed: 15

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 10/01/1995	
Staff # 2	Met
Date of Hire: 01/05/2010	
Staff # 3	Met
Date of Hire: 09/10/2018	
Staff # 4	Met
Date of Hire: 08/01/1997	
Staff # 5	Met
Date of Hire: 10/31/2018	
Staff # 6	Met
Date of Hire: 05/30/2017	
Staff # 7	Met
Date of Hire: 07/31/2018	
Staff # 8	Met
Date of Hire: 07/23/2015	
Staff # 9	Met
Date of Hire: 08/01/2006	
Staff # 10	Met
Date of Hire: 02/15/2018	
Staff # 11	Met
Date of Hire: 04/20/2020	
Staff # 12	Met

Records Reviewed: 15**Records with Missing/Incomplete Components: 0**

Date of Hire: 09/02/2019

Staff # 13

Met

Date of Hire: 12/02/2019

Staff # 14

Met

Date of Hire: 11/03/2014

Staff # 15

Met

Date of Hire: 08/19/2019

Staff Credentials Reviewed: 5**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record checks were observed to be complete.

Comment

Satisfactory criminal background checks reviewed for three staff hired since previous visit conducted on October 17, 2019.

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

CPR and First Aid requirements were met per current guidelines.

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

Documentation observed of required staff training.

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

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on June 15, 2020.

Correction Deadline: 5/20/2020**Staffing and Supervision****591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Comment**

Center observed to maintain appropriate staff:child ratios.

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

Adequate supervision observed on this date.