



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: 5/24/2019 **VisitType:** Monitoring Visit **Arrival:** 11:20 AM **Departure:** 4:10 PM

CCLC-38151

Hidden Cove Summer Camp

2770 Headland Drive East Point, GA 30344 Fulton County
 (404) 747-7768 hiddencovesummer@gmail.com

Regional Consultant

Lajuana Williams

Phone: (770) 357-7074

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lajuana.williams@decal.ga.gov

Mailing Address

Same

Quality Rated: No

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.
05/24/2019	Monitoring Visit	Good Standing	
01/11/2019	Complaint Closure	Good Standing	
12/19/2018	Complaint Investigation Follow Up	Support	

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- Teddy Bears	One Year Olds and Two Year Olds	1	10	C	8	NC	11	C	Transitioning, Nap
Main	B- Bumble Bees		0	0	C	11	C	NA	NA	Not In Use
Main	C- ButterFlys		0	0	C	7	C	NA	NA	Not In Use
Main	Cafeteria		0	0	C	8	C	11	C	Not In Use
Main	D- Love Bugs	Three Year Olds and Four Year Olds	1	8	C	13	C	19	C	Nap
Main	E- Kids Zone	Six Year Olds and Over	1	13	C	18	C	25	C	Transitioning
Total Capacity @35 sq. ft.: 65						Total Capacity @25 sq. ft.: 84				
Total # Children this Date: 31			Total Capacity @35 sq. ft.: 65			Total Capacity @25 sq. ft.: 84				

Building	Playground	Playground Occupancy	Playground Compliance
Main	All Children	115	C

Comments

Transportation was observed this date.

Plan of Improvement: Developed This Date 05/24/2019

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.decal.ga.gov/CCS/RulesAndRegulations.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@decal.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://decal.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).

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

Ashley Hightower, Program Official

Date

Lajuana Williams, Consultant

Date



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Findings Report

Date: 5/24/2019 **VisitType:** Monitoring Visit **Arrival:** 11:20 AM **Departure:** 4:10 PM

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Equipment and furniture observed to be properly secured, as applicable.

591-1-1-.35 Swimming Pools & Water-related Activities(CR)	N/A
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Comment

Center does not provide swimming activities.

Facility

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

Licensed capacity observed to be routinely met by center.

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

No hazards observed accessible to children on this date.

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

Discussed maintenance of resilient surface. Please fluff and redistribute Please ensure six inches of resilient surface material is maintained underneath all swinging and climbing equipment with the exception of the toddler sliding board, it was discussed that a minimum of three inches should be maintained around that piece of equipment. . Discussed removing tree limbs any any accumulation of sweet gum balls from the play area. Discussed moving the wood borders surrounding the equipment back at least five feet on each side. Discussed covering the rocks surrounding the tree near the toddler slide with a rubber surface and covering the base of the concrete post attached to the fence near the slide.

Additionally it was discussed that seating areas could be used to cover a portion of the roots observed throughout the play area.

Health and Hygiene

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

Not Evaluated

Comment

There were children in diapers in care this date.

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

Met

Comment

Staff stated proper knowledge of the rules.

591-1-1-.20 Medications(CR)

Met

Comment

Documentation for medication dispensing observed complete.

Safety

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

Met

Comment

Staff were observed to maintain a positive learning environment on this date.

591-1-1-.36 Transportation(CR)

Met

Correction Deadline: 12/24/2018

Corrected on 5/24/2019

.36(4)(a) - previous cite corrected.

Correction Deadline: 1/25/2019

Corrected on 5/24/2019

.36(4)(b) - Previous cite corrected.

Correction Deadline: 12/20/2018

Corrected on 5/24/2019

.36(4)(f)1. - Previous cite corrected. It was discussed that the center will ensure that state law is followed in that booster seat are maintained for children under eight years age, unless a physician note is on file exempting the child from use of the seat due to weight/height.

Correction Deadline: 12/20/2018

Corrected on 5/24/2019

.36(4)(f)2. - Previous cite corrected.

Sleeping & Resting Equipment

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

Technical Assistance

Technical Assistance

591-1-1-.30(1)(a)3 - There were no infants in care this date, however, crib sheets were discussed. It was discussed that sheets should be tight-fitting, however, they could not compromise the mattress or it's fit in the bottom of the crib.

Correction Deadline: 5/24/2019

Staff Records

Records Reviewed: 8

Records with Missing/Incomplete Components: 1

Staff # 1	Met
Staff # 2	Met
Date of Hire: 04/01/2017	
Staff # 3	Met
Date of Hire: 02/01/2015	
Staff # 4	Met
Date of Hire: 04/30/2019	
Staff # 5	Not Met
Date of Hire: 02/01/2015	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 6	Met
Date of Hire: 09/05/2018	
Staff # 7	Met
Date of Hire: 03/04/2019	
Staff # 8	Met
Date of Hire: 01/10/2018	

Staff Credentials Reviewed: 8

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) **Not Met**

Comment

Director provided 2 file(s) for employees hired since last visit.

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on the observation of staff records that a staff person recently rehired to the in 2019 did not have a comprehensive records check determination, in that authorization was not submitted for the staff to obtain a comprehensive check. it could not be determined how long the staff person was gone from the center requiring staff to submit new fingerprints.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will review files to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will ensure the CRC rules are maintained.

Correction Deadline: 5/24/2019

Technical Assistance

591-1-1-.09(1)(j) - Please ensure portability requests are submitted for new hires that have satisfactory comprehensive letters within twelve months of the "as of" date from another center.

Correction Deadline: 5/24/2019

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)

Not Met

Finding

591-1-1-.32(2) requires the Center maintain Staff:child ratios in mixed-age groups based on the age of the youngest group of children that includes more than twenty percent of the total number of children in the mixed-age group. It was determined based on observation that ratio of 1:10 was maintained in the 1-2 year old mixed group located in room A. Three of the children were one years of age per staff, requiring a ratio of 2:10 to be maintained in the mixed group.

POI (Plan of Improvement)

The Center will provide adequate staff when there is a mixed-age group.

Correction Deadline: 5/24/2019

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

Met

Comment

Adequate supervision observed on this date.