



**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:** 7/11/2018    **VisitType:** Licensing Study    **Arrival:** 11:15 AM    **Departure:** 1:25 PM

**CCLC-38665**

**Hide-N-Seek Learning Center II**

3225 Pio Nono Avenue Macon, GA 31206 Bibb County  
(478) 742-0206 ebrown2845@cox.net

**Regional Consultant**

Brandi Mangino

Phone: (478) 314-9726  
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**Mailing Address**  
Same

**Quality Rated:** ★

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
07/11/2018	Licensing Study	Good Standing	
02/12/2018	Licensing Study	Good Standing	
08/14/2017	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 (far right)	Infants and One Year Olds	1	10	C	17	C	NA	NA	Transitioning,Feeding
Main	B - center room	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	2	21	C	25	C	35	C	Lunch,Nap,Music,Transitioning
Main	C - Far Left	Two Year Olds	1	6	C	24	C	NA	NA	Lunch
Total Capacity @35 sq. ft.: 66					Total Capacity @25 sq. ft.: 76					
Total # Children this Date: 37			Total Capacity @35 sq. ft.: 66			Total Capacity @25 sq. ft.: 76				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	17	C
Main	Playground B	16	C
Main	Playground C	10	C

**Comments**

Plan of Improvement: Developed This Date 07/11/2018

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](http://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](mailto: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](mailto:qualityrated@dec.al.ga.gov)

Erica Brown, Program Official

Date

Brandi Mangino, Consultant

Date



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### Findings Report

**Date:** 7/11/2018 **VisitType:** Licensing Study **Arrival:** 11:15 AM **Departure:** 1:25 PM

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The following information is associated with a Licensing Study:

### Activities and Equipment

**591-1-1-.03 Activities**

**Not Met**

**Technical Assistance**

Please ensure that lesson plans are updated with current dates.

**Correction Deadline: 7/11/2018**

**Finding**

591-1-1-.03(9) requires center staff to refrain from engaging in, or allowing children or other adults to engage in, activities that could be detrimental to a child's health or well-being, such as but not limited to, horse play, rough play, wrestling, and picking up a child in a manner that could cause injury. It was determined based on consultant observation that a staff member in Room A picked a child up that was lying in the crib by their arm and placed them on their back.

**POI (Plan of Improvement)**

The Center will review requirements with Staff to ensure that appropriate activities are conducted with children.

**Correction Deadline: 7/11/2018**

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

**Met**

**Comment**

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

**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: 0**

Child # 1

Met

**Records Reviewed: 5**

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

Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

**Met**

**Correction Deadline: 2/12/2018**

**Corrected on 7/11/2018**

**.08(1) - Citation observed to be corrected. Consultant discussed records and to the need to review them to ensure that all area are properly filled out when returned from the parents.**

**Facility**

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

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

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

**Not Met**

**Correction Deadline: 2/12/2018**

**Corrected on 7/11/2018**

**.25(13) - Citation observed to be corrected.**

**Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that one of three toilets in the hallway restrooms was observed to be inoperable on this date. It was further determined that the center fire alarm was in need of a battery change in that it kept beeping.

**POI (Plan of Improvement)**

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

**Correction Deadline: 7/25/2018**

**Recited on 7/11/2018**

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

**Not Met**

**Finding**

591-1-1-.26(3) requires that the playground be adjacent to the Center or in an area which can be reached by a safe route or method approved by the Department. Except in School-age Centers, the playground shall have shaded areas. It was determined based on consultant observation that the umbrella used for shaded on the asphalt area was torn. The other two playgrounds were observed to not be shaded.

**POI (Plan of Improvement)**

The Center will identify a safe route or method to reach any non-adjacent playground and submit it for approval. The Center will install structures to provide shade if there is not sufficient natural shade on the playground.

**Correction Deadline: 8/10/2018**

## Food Service

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

Met

Correction Deadline: 2/12/2018

Corrected on 7/11/2018

.15(7) - Citation observed to be corrected.

591-1-1-.18 Kitchen Operations

Technical Assistance

Technical Assistance

Consultant discussed the storage of items and labeling of items that are not in original containers.

Correction Deadline: 7/11/2018

## Health and Hygiene

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

Not Met

**Finding**

591-1-1-.10(3) requires Center Staff to change diapers in the child's own crib or on a diaper changing surface that is used for no purposes other than changing diapers and other clothing in each room where infants or any other children wearing diapers are served. It was determined based on consultant observation that the diaper changing pad in Room C was observed to a porous surface.

**POI (Plan of Improvement)**

The Center will ensure Staff are trained regarding specifically where to change diapers and clothing in each room housing children who are wearing diapers.

Correction Deadline: 7/11/2018

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

Met

**Comment**

Proper hand washing observed throughout the center.

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

Met

**Comment**

Per the person in charge the center does not dispense medication.

## Policies and Procedures

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

Not Met

**Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on a review of records that the center has no records of tornado drills or or emergency drills being conducted for the 2018 year.

**POI (Plan of Improvement)**

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 7/31/2018

## Safety

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

Age-appropriate discussion and/or redirection observed.

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**591-1-1-.36 Transportation(CR)****Not Met****Technical Assistance**

Consultant discussed requirements for transportation training on this date and if staff participate in any form they need the training.

**Correction Deadline: 7/21/2018****Finding**

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on a review of records that a child was not check on or off the bus on May 14, 2018 and was present for care at the center.

**POI (Plan of Improvement)**

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

**Correction Deadline: 7/12/2018**

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<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Not Met****Technical Assistance**

Consultant discussed monitoring mats throughout for small area of exposed foam.

**Correction Deadline: 7/11/2018****Finding**

591-1-1-.30(2)(c) requires that infants shall not sleep in equipment other than safety-approved cribs, such as, but not limited to, a car safety seat, bouncy seat, highchair, or swing. Infants who arrive at the Center asleep or fall asleep in such equipment, on the floor or elsewhere, shall be transferred to a safety-approved crib. It was determined based on consultant observation that an infant was sleeping in a swing when consultant entered Room A.

**POI (Plan of Improvement)**

The Center will only place infants in safe cribs to sleep and will transfer them to a safe crib when the infants are asleep in other equipment.

**Correction Deadline: 7/11/2018**

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<b>Staff Records</b>
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**Records Reviewed: 8****Records with Missing/Incomplete Components: 1**

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Staff # 1

Met

Date of Hire: 08/01/2013

Staff # 2

Met

Date of Hire: 12/06/2010

**Records Reviewed: 8**

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

Staff # 3	Not Met
Date of Hire: 07/26/2013	
<u>"Missing/Incomplete Components"</u>	
.36(3)(a-b)-2 hrs. Transportation Training missing	
Staff # 4	Met
Date of Hire: 06/25/2018	
Staff # 5	Met
Date of Hire: 03/01/2010	
Staff # 6	Met
Date of Hire: 03/30/2015	
Staff # 7	Met
Date of Hire: 08/07/2014	
Staff # 8	Met
Date of Hire: 06/15/2015	

**Staff Credentials Reviewed: 8**

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

**Comment**

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

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

**Comment**

Please replace/add missing/expired item(s) in first aid kit(s).

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

**Comment**

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)** **Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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**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 observation that the staff member in the middle room left the classroom for a brief moment stepping outside the classroom door to the entrance area leaving children present in the classroom.

**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: 7/11/2018**

**Recited on 7/11/2018**