



**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:** 2/18/2019    **VisitType:** Licensing Study    **Arrival:** 8:45 AM    **Departure:** 12:20 PM

**CCLC-38845**

**Ahava Early Learning Center**

600 Peachtree Battle Avenue Atlanta, GA 30327 Fulton County  
 (404) 900-9411 beth@ahavalearning.org

**Regional Consultant**

Emma Smith

Phone: (770) 357-5106

Fax: (770) 357-5107

emma.smith@dec.al.gov

**Mailing Address**

Same

**Quality Rated:** No

<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.
02/18/2019	Licensing Study	Good Standing	
08/28/2018	Monitoring Visit	Good Standing	
05/02/2018	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
Main	A	Infants	3	7	C	17	C	NA	NA	Floor Play, Diapering, Nap, Feeding
Main	B		0	0	C	16	C	NA	NA	Not In Use
Main	C	One Year Olds	2	6	C	21	C	NA	NA	Free Play, Floor Play
Main	D	Two Year Olds	2	8	C	21	C	NA	NA	Circle Time
Main	E	Three Year Olds and Four Year Olds	2	9	C	21	C	NA	NA	Free Play, Floor Play
Main	F	Three Year Olds and Four Year Olds and Five Year Olds	2	7	C	21	C	NA	NA	Story
Total Capacity @35 sq. ft.: 100						Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Centers Request		
Total # Children this Date: 37			Total Capacity @35 sq. ft.: 100			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	115	C

**Comments**

Please ensure all lead teachers obtain an educational credential within six months of hire after becoming employed at the center and the credential or degree within eighteen months after enrollment. Please create an educational plan for all lead teachers and keep record on file.

Please ensure that parents fill out emergency contact sheets and medical information for each child.

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.al.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.

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**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.

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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.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)

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Beth Helmey, Program Official

Date

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Emma Smith, Consultant

Date



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### Findings Report

**Date:** 2/18/2019    **VisitType:** Licensing Study    **Arrival:** 8:45 AM    **Departure:** 12:20 PM

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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**

A variety of equipment and toys were observed throughout the center.

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

**Met**

**Comment**

Center does not provide swimming activities.

**Children's Records**

**Records Reviewed: 6**

**Records with Missing/Incomplete Components: 2**

Child # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Emergency Contact information Missing	
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met
Child # 6	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Doctor, Clinic, Phone Numbers	

**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 1 out of 6 child files observed did not have documentation of Emergency Contact Person and 1 out of 6 files did not have doctor, clinic, phone numbers listed.

**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: 2/18/2019**

	<b>Facility</b>
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**591-1-1-.06 Bathrooms****Met****Comment**

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

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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****Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that in room 121 a mop and three brooms were observed in the bathroom accessible to children. In room 113 a mop was observed in an unlocked closet accessible to children, and tape was accessible to children on a cart in room 116.

**POI (Plan of Improvement)**

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items. Center stated added locks to the closets in the classrooms.

**Correction Deadline: 2/18/2019****Recited on 2/18/2019**

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**591-1-1-.26 Playgrounds(CR)****Met****Correction Deadline: 9/7/2018****Corrected on 2/18/2019**

The previous citation was corrected on this date. Adequate resilient surface was observed under to rock climbing wall on the main playground.

**Correction Deadline: 8/28/2018****Corrected on 2/18/2019**

The previous citation was corrected on this date. The playground was free from hazards and litter.

## Food Service

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

Met

**Comment**

Center menu meets USDA guidelines.

## Health and Hygiene

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

Met

Correction Deadline: 8/28/2018

Corrected on 2/18/2019

The previous citation was corrected on this date. A smooth diaper changing surface was observed on this date.

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

Met

**Comment**

Proper hand washing observed throughout the center and stated by staff.

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

Met

**Comment**

The center stated no medication has been dispersed.

## 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 throughout all classrooms.

591-1-1-.13 Field Trips(CR)

Met

**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**

Discussed SIDS and infant sleeping position. Staff stated proper knowledge regarding lying children down on backs.

## Staff Records

Staff # 1 Date of Hire: 01/01/2019	Met
Staff # 2 Date of Hire: 07/01/2015	Met
Staff # 3 Date of Hire: 08/15/2016	Met
Staff # 4 Date of Hire: 08/01/2018	Met
Staff # 5 Date of Hire: 06/10/2018	Met
Staff # 6 Date of Hire: 08/07/2017	Met
Staff # 7 Date of Hire: 09/05/2017	Met
Staff # 8 Date of Hire: 08/16/2017 <u>"Missing/Incomplete Components"</u> .31(2)(b)2.-Staff Qualifications-Education Missing	Not Met
Staff # 9 Date of Hire: 07/30/2018	Met
Staff # 10 Date of Hire: 08/16/2017	Met
Staff # 11 Date of Hire: 08/15/2016 <u>"Missing/Incomplete Components"</u> .31(2)(b)2.-Staff Qualifications-Education Missing	Not Met
Staff # 12 Date of Hire: 05/06/2016	Met
Staff # 13 Date of Hire: 01/02/2018 <u>"Missing/Incomplete Components"</u> .31(2)(b)2.-Staff Qualifications-Education Missing	Not Met

**Records Reviewed: 20****Records with Missing/Incomplete Components: 4**

Staff # 14 Date of Hire: 01/01/2019	Met
Staff # 15 Date of Hire: 07/27/2017	Met
Staff # 16 Date of Hire: 08/16/2017	Met
Staff # 17 Date of Hire: 10/31/2017	Met
Staff # 18 Date of Hire: 01/01/2019	Met
Staff # 19 Date of Hire: 01/28/2018	Met
Staff # 20 Date of Hire: 07/30/2018	Not Met

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.31(2)(b)2.-Staff Qualifications-Education Missing

**Staff Credentials Reviewed: 20****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met****Comment**

Criminal record checks were observed to be complete for all staff and three new hires.

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

Documentation observed of required staff training.

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

Please ensure all lead teachers obtain the educational credential within six months of hire after becoming employed at the center and the credential or degree within eighteen months after enrollment. Please create an educational plan for all lead teachers and keep record on file.

**Finding**

591-1-1-.31(2)(c) requires the Center to maintain a copy and/or written verification of the credential or degree awarded to the lead teacher that is required by these rules in the lead teacher's file, to make the document available for inspection and to provide the document to Department staff upon request. It was determined based on review of records that four lead teachers did not have verification of credential or degree on file.



**POI (Plan of Improvement)**

The Center will review lead teacher records to ensure the required documentation is on file and will obtain and file it if not found.

**Correction Deadline: 2/18/2019**

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

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.

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

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.