



**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:** 5/2/2018    **VisitType:** Licensing Study    **Arrival:** 10:15 AM    **Departure:** 2:30 PM

**CCLC-38845**

**Ahava Early Learning Center**

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

**Regional Consultant**

Margarita Collier

Phone: (770) 342-7934

Fax: (678) 891-5989

margarita.collier@decal.ga.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.
05/02/2018	Licensing Study	Good Standing	
11/27/2017	Monitoring Visit	Good Standing	
04/17/2017	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	Two Year Olds	2	9	C	17	C	NA	NA	Nap				
Main	B	One Year Olds and Two Year Olds	2	9	C	16	C	NA	NA	Nap				
Main	C	Infants and One Year Olds	3	10	C	21	C	NA	NA	Feeding, Transitioning, Floor Play, Nap, Diapering, Free Play				
Main	D	Two Year Olds and Three Year Olds	2	8	C	21	C	NA	NA	Nap				
Main	E	Three Year Olds	1	1	C	21	C	NA	NA	Art				
Main	F	Three Year Olds and Four Year Olds and Five Year Olds	1	7	C	21	C	NA	NA	Nap, Circle Time, Transitioning				
Total Capacity @35 sq. ft.:			100			Total Capacity @25 sq. ft.:		0			Building @35 capacity limited by Centers Request			
Total # Children this Date:			44			Total Capacity @35 sq. ft.:			100			Total Capacity @25 sq. ft.:	0	

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	115	C

### Comments

The purpose of this visit was to conduct a licensing study visit and to follow-up on the previous visit conducted on November 27, 2017.

Consultant discussed the following information with the director:

- Updated USDA menu guidelines.
- Comprehensive criminal records check deadline - October 1, 2018.

Plan of Improvement: Developed This Date 05/02/2018

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.

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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). 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)

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Beth Helmey, Program Official

Date

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Margarita Collier, Consultant

Date



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### Findings Report

**Date:** 5/2/2018    **VisitType:** Licensing Study    **Arrival:** 10:15 AM    **Departure:** 2:30 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: 5**

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

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

**Technical Assistance**

**Comment**

Parent agreements observed obtained/completed.

**Technical Assistance**

Please ensure parents update the following information as needed:

- Parents contact information (i.e. work/home contact information and work address).
- Release to persons' names, address, contact information, and relationship to the parent and child.
- Emergency contact persons' contact information.
- Doctor's name and contact information.
- Any known allergies, special needs, and/or medical conditions.

<b>Facility</b>
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**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)****Technical Assistance****Comment**

Center appears clean and well maintained.

**Technical Assistance**

Please be mindful to keep items that pose a hazard inaccessible to children.

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

Discussed maintenance of resilient surface. Please fluff and redistribute.

**Comment**

Playground observed to be clean and in good repair.

<b>Food Service</b>
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**591-1-1-.15 Food Service & Nutrition****Technical Assistance****Technical Assistance**

Please ensure that infant feeding forms are updated regularly.

**Technical Assistance**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018:

- Three components for breakfast: grains, vegetables, fruits or both, and milk
- Five components for lunch grains, meat/meat alternates, fruits, vegetable, and milk or grains, meat/meat alternates, two different types of vegetables, and milk
- Two of five components for snack

Consultant provided the director with an updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers on this date. The crediting handbook for the CACFP can be located on DECAL and USDA's website:

DECAL - <http://dec.al.ga.gov/CACFP/Handbook.aspx> and USDA -

<http://www.fns.usda.gov/cacfp/cacfp/handbooks>

<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Proper diapering procedures observed.

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

Proper hand washing observed throughout the center.

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**591-1-1-.20 Medications(CR)****Met****Comment**

Per director the center has not administered any medications since the previous visit was conducted on November 27, 2017.

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**Policies and Procedures**

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**591-1-1-.21 Operational Policies & Procedures****Not Met****Finding**

591-1-1-.21(1)(p) requires the Center to have a written plan for handling emergencies, including but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the Center; to have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations. The plan must apply to all children in care and include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions and shall include assurance that no Center Personnel will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals. It was determined based on consultant's review of the center's emergency preparedness information the center did not have evidence of a current written emergency preparedness plan.

**POI (Plan of Improvement)**

The Center will write or revise an emergency plan that includes all of the required items. Consultant emailed the director a sample emergency preparedness plan.

**Correction Deadline: 5/7/2018**

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**591-1-1-.29 Required Reporting****Met****Comment**

Discussed reporting requirements.

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**Safety**

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**591-1-1-.05 Animals****Met****Comment**

Center does not keep animals on premises.

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

Age-appropriate discussion and/or redirection observed.

**Comment**

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

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**591-1-1-.13 Field Trips(CR)****Met****Comment**

Center does not participate in field trips at this time.

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**591-1-1-.36 Transportation(CR)****Met****Comment**

Center does not provide routine transportation.

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**Sleeping & Resting Equipment**

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**Technical Assistance**

Discussed SIDS and infant sleeping position.

**Comment**

Pleasant naptime environment observed.

**Staff Records****Records Reviewed: 22****Records with Missing/Incomplete Components: 0**

Staff # 1 Date of Hire: 01/30/2017	Met
Staff # 2 Date of Hire: 06/05/2017	Met
Staff # 3 Date of Hire: 07/01/2015	Met
Staff # 4 Date of Hire: 08/15/2016	Met
Staff # 5 Date of Hire: 09/20/2017	Met
Staff # 6 Date of Hire: 01/09/2017	Met
Staff # 7 Date of Hire: 01/07/2016	Met
Staff # 8 Date of Hire: 08/07/2017	Met
Staff # 9 Date of Hire: 08/18/2017	Met
Staff # 10 Date of Hire: 09/05/2017	Met
Staff # 11 Date of Hire: 08/16/2017	Met
Staff # 12 Date of Hire: 08/16/2017	Met
Staff # 13 Date of Hire: 08/15/2016	Met

**Records Reviewed: 22**

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

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Staff # 14 Date of Hire: 05/06/2016	Met
Staff # 15 Date of Hire: 08/03/2015	Met
Staff # 16 Date of Hire: 07/27/2017	Met
Staff # 17 Date of Hire: 08/16/2017	Met
Staff # 18 Date of Hire: 10/31/2017	Met
Staff # 19 Date of Hire: 06/01/2016	Met
Staff # 20 Date of Hire: 08/03/2017	Met
Staff # 21 Date of Hire: 09/19/2017	Met
Staff # 22 Date of Hire: 01/28/2018	Met

**Staff Credentials Reviewed: 22**

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

**Met**

**Comment**

Consultant reviewed 22 staff files on this date. Consultant observed 22 of 22 staff files to have evidence of a satisfactory determination letter on file on this date.

**Comment**

The director provided one file for a staff member hired since the previous visit was conducted on November 27, 2017. Consultant observed one of one newly hired staff members to have evidence of a satisfactory determination letter on file on this date.

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

**Met**

**Comment**

Consultant observed the center to have a complete first aid kit on this date.

**Correction Deadline: 5/31/2018**

**Corrected on 5/2/2018**

**The previous citation was observed to be corrected on this date. Consultant observed 100% of staff members to have evidence of first aid and CPR training on file on this date.**



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**591-1-1-.24 Personnel Records****Met****Correction Deadline: 12/2/2017****Corrected on 5/2/2018****The previous citation was observed to be corrected on this date. Consultant observed the center to have 22 staff files for 22 staff members employed at the center on this date.**

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**591-1-1-.33 Staff Training****Technical Assistance****Comment**

Documentation observed of required staff training.

**Correction Deadline: 11/27/2017****Corrected on 5/2/2018****The previous citation was observed to be corrected on this date. Consultant observed all staff members to have evidence of orientation on file on this date.****Correction Deadline: 12/27/2017****Corrected on 5/2/2018****The previous citation was observed to be corrected on this date. Consultant observed all staff members to have completed the required health and safety orientation training on this date.****Technical Assistance**

Please ensure all newly hired staff members complete the following training:

- Health and safety orientation training within the first 90-days of their date of hire.
- First aid and CPR training within the first 90-days of their date of hire.
- At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children.

Please ensure all staff members that provide direct care to children (supervisory staff, teachers, and substitute teachers) complete the required 10 hours of annual training for the year 2018.

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

Consultant observed all staff members to comply with all laws and regulations on this date.

**Correction Deadline: 11/28/2017****Corrected on 5/2/2018****The previous citation was observed to be corrected on this date. Consultant observed all lead caregivers to have evidence of their academic qualifications on file on this date.**

<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)****Met****Comment**

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