



**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: 8/26/2019 **VisitType:** Licensing Study **Arrival:** 11:00 AM **Departure:** 4:00 PM

CCLC-38863

Pea-N-A Pod Learning Center

1115 Brown Avenue Columbus, GA 31906 Muscogee County
(706) 984-0842 berthanewsome@yahoo.com

Regional Consultant

Penny Svenson

Phone: (470) 346-1037

Fax: (678) 891-5613

penny.svenson@dec.al.gov

Mailing Address

1115 Brown Ave
Columbus, GA 31906

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.
08/26/2019	Licensing Study	Good Standing	
02/25/2019	Monitoring Visit	Good Standing	
10/17/2018	POI Follow Up	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		0	0	C	13	C	NA	NA	
Main	B		0	0	C	17	C	NA	NA	
Main	C		0	0	C	10	C	NA	NA	
Main	D		0	0	C	21	C	NA	NA	
Main	E	Infants and One Year Olds and Two Year Olds and Three Year Olds and Four Year Olds	1	15	NC	15	C	NA	NA	Nap, Free Play
Total Capacity @35 sq. ft.:			76			Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 15			Total Capacity @35 sq. ft.:			76				
						Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	73	C

Comments

The Consultant reviewed and discussed the Compliance and Determination Worksheet on this date. The Consultant left a One-Day Letter.

Plan of Improvement: To Be Submitted 09/09/2019

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.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.

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.

- 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).

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

Juanita Franklin, Program Official

Date

Penny Svenson, Consultant

Date



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

Findings Report

Date: 8/26/2019 **VisitType:** Licensing Study **Arrival:** 11:00 AM **Departure:** 4:00 PM

CCLC-38863

Pea-N-A Pod Learning Center

1115 Brown Avenue Columbus, GA 31906 Muscogee County
(706) 984-0842 berthanewsome@yahoo.com

Mailing Address

1115 Brown Ave
Columbus, GA 31906

Regional Consultant

Penny Svenson

Phone: (470) 346-1037

Fax: (678) 891-5613

penny.svenson@decal.ga.gov

The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Technical Assistance

Technical Assistance

The Consultant discussed with the Director and Owner to ensure current lesson plans are available for review.

Correction Deadline: 8/26/2019

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

Met

Comment

Discussed adding equipment and toys to enhance variety.

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: 2

Child # 1

Met

Child # 2

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 3

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 4	Met
Child # 5	Met

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

Not Met

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 a review of records that the address for whom a child may be released to were not present in two out of five children's files.

.....

.....

.....

.....

.....

.....

Correction Deadline: 8/27/2019

Facility

591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

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

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

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

Not Met

Finding

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on Consultant observation that there was a four inch gap present on the left side of the playground and an entrapment hazard was posed to children.

.....

Correction Deadline: 8/26/2019

Finding

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation that there wasn't any resilient surface below the fall zones on the right side of the play equipment and a minimum of three inches was required.

Correction Deadline: 8/30/2019

Recited on 8/26/2019

Finding

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on Consultant observation that there were multiple exposed nails present throughout the fence. Further the toys and equipment were full of mud and dirt. Also there was one red Little Tikes car that had a door that wasn't present.

Correction Deadline: 8/26/2019

Food Service

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

Not Met

Finding

591-1-1-.15(2) requires that a signed written feeding plan for children less than one (1) year of age shall be obtained from Parent(s) and that instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the child's assigned room and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined based on Consultant observation that there were two infants that did not have a current infant feeding plan as required.

.....
.....
.....
.....
.....
.....
Correction Deadline: 8/26/2019

Health and Hygiene

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

Comment

Hand washing requirements for diapering were discussed with the director on this date.

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

Comment

Staff were observed to remind children to wash hands.

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

Comment

The Provider currently does not dispense/administer 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 Consultant observation there wasn't a record of conducted fire drills and tornado drills for 2019.

.....
.....
.....
.....
.....
.....

.....
.....
.....
.....
.....
.....
Correction Deadline: 8/31/2019

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 redirection were observed on this date.

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) **Technical Assistance**

Technical Assistance

The Consultant discussed with the Director and Owner to monitor the cots being used and replace any that might have exposed foam present with the brand news cots observed on the premises.

Correction Deadline: 8/26/2019

Staff Records

Records Reviewed: 4

Records with Missing/Incomplete Components: 3

Staff # 1 Not Met

Date of Hire: 06/14/2019

"Missing/Incomplete Components"

.24(1)-SSN Missing,.24(1)-10 Yr. Work History Missing

Staff # 2 Not Met

Date of Hire: 07/29/2019

"Missing/Incomplete Components"

.24(1)-10 Yr. Work History Missing,.24(1)-Evidence of Orientation Missing,.36(5)-Drivers License Missing

Staff # 3 Not Met

Date of Hire: 02/25/2019

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.24(1)-10 Yr. Work History Missing,.24(1)-Address Missing,.24(1)-DOB Missing,.24(1)-Education Experience Missing,.24(1)-Name Missing,.24(1)-No Record,.24(1)-Phone Number Missing,.24(1)-SSN Missing,.24(1)-Work Experience Missing,.36(5)-Drivers License Missing

Staff # 4 Met

Date of Hire: 04/07/2014

Staff Credentials Reviewed: 2

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

Correction Deadline: 2/25/2019

Corrected on 8/26/2019
The correction was observed on this date.

Correction Deadline: 2/25/2019

Corrected on 8/26/2019
The correction was observed on this date.

Finding

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on a review of records that two staff members had a Comprehensive Determination and the center didn't complete a portability request as required.

Correction Deadline: 8/26/2019

Recited on 8/26/2019

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

Not Met

Finding

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records that one staff member that was hired in February 2019 did not obtain first aid and CPR within 90 days of employment as required.

Correction Deadline: 9/25/2019

591-1-1-.24 Personnel Records

Not Met

Finding

591-1-1-.24(1) requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation; It was determined based on a review of records that orientation wasn't provided for all staff members. Further the staff member that was hired on January 25, 2019, didn't have evidence of a 10 year work history, education, or work experience. Also the application wasn't present for a staff member hired on February 25, 2019. The 10 year work history and social security number wasn't present for the staff member hired on June 14, 2019 and the 10 year history and drivers license wasn't observed for the staff member hired on July 29, 2019.

Correction Deadline: 8/31/2019

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(1) requires the Center to maintain the required Staff:child ratios as follows: under 1 year or under 18 months if not walking = 1:6; 1 year and walking = 1:8; 2 years = 1:10; 3 years = 1:15; 4 years = 1:18; 5 years = 1:20; and 6 years and older = 1:25. A Center must establish groupings of children for care with maximum group sizes as follows: under 1 year = 12; under 18 months/not walking = 12; 1 year and walking = 16; 2 years = 20; 3 years = 30; 4 years = 36; 5 years = 40; and 6 years and older = 50. It was determined based on Consultant observation that there was one infant, two one-year-old children, one two-year-old child, 10 three-year-old children and one four-year-old child to one staff member present throughout the visit and another staff member was required.

Correction Deadline: 8/26/2019

Finding

591-1-1-.32(4) requires that children under three years old be housed in separate physical areas from older children and cannot be mixed with older children except at specified times and circumstances. It was determined based on observation that one infant, two one-year-old children, one two-year-old child, 10 three year-old children and one four-year-old child were combined in one classroom and it wasn't the first hour or the last hour of the day.

Correction Deadline: 8/26/2019

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

Met

Comment

A supervision plan was created on this date.