

# 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:** 7/16/2018 Arrival: 10:00 AM VisitType: Complaint Investigation & Departure: 12:30 PM

Monitoring Visit

CCLC-39116

**Liberty Early Head Start** 

200 Brantley Drive Hinesville, GA 31313 Liberty County

(912) 876-5984 tjakes@coastalgacaa.org

**Mailing Address** Same

Quality Rated:



### Regional Consultant

Kimberly Stoy

Phone: (678) 747-6836 Fax: (706) 314-7859

kimberly.stoy@decal.ga.gov

Joint with: Haley Carwile

Compliance Zone Designation					
07/16/2018	Complaint Closure	Good Standing			
07/16/2018	Complaint Investigation & Monitoring Visit	Good Standing			
03/06/2018	Monitoring Visit	Good Standing			

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

Support Program performance is demonstrating a need for improvement in meeting

**Deficient** 

Program is not demonstrating an acceptable level of performance in meeting the rules.

## Ratios/License Capacity

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.		25 SF. Comp.	Notes
Main	A	Infants and One Year Olds	2	6	С	13	С	NA	NA	Transitioning,Sn ack
Main	В	One Year Olds and Two Year Olds	3	11	С	15	С	NA	NA	Transitioning
Main	С	One Year Olds and Two Year Olds and Three Year Olds	3	6	С	18	С	NA	NA	Transitioning
		Total Capacity @35 sq. ft.: 4	6		Total C ft.: 0	apacity @	25 sq.			
Total # C	hildren this Date: 23	Total Capacity @35 sq. ft.: 4	6		Total C	apacity @	25 sq.			

Playground Playground Compliance **Building Playground** Occupancy Main Playground A 60 С

## Comments

Plan of Improvement: Developed This Date 07/16/2018

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: <u>All</u> employees of child care programs must be fingerprinted before **January 1**, **2017**. For instructions and to submit records check applications online, please visit <a href="www.decalkoala.com">www.decalkoala.com</a>. 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@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: <a href="http://decal.ga.gov/ChildCareServices/RefutationInformation.aspx">http://decal.ga.gov/ChildCareServices/RefutationInformation.aspx</a>

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: <a href="https://qualityrated.decal.ga.gov/">https://qualityrated.decal.ga.gov/</a>
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or <a href="mailto:qualityrated@decal.ga.gov">qualityrated@decal.ga.gov</a>

Ntasha Buskey, Program Official	Date	Kimberly Stoy, Consultant	Date
Haley Carwile, 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: 7/16/2018 VisitType: Complaint Investigation & Arrival: 10:00 AM Departure: 12:30 PM

Monitoring Visit

CCLC-39116

**Liberty Early Head Start** 

200 Brantley Drive Hinesville, GA 31313 Liberty County

(912) 876-5984 tjakes@coastalgacaa.org

**Mailing Address** 

Same

**Regional Consultant** 

Kimberly Stoy

Phone: (678) 747-6836 Fax: (706) 314-7859

kimberly.stoy@decal.ga.gov

Joint with: Haley Carwile

The following information is associated with a Monitoring Visit:

**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. On this date consultant observed water activity, but there was not anything over two feet of water.

**Facility** 

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

Met

Comment

Licensed capacity observed to be met on this date.

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

Met

Comment

Center appears clean and well maintained.

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

**Technical Assistance** 

**Technical Assistance** 

591-1-1-.26(9) - Discussed with Director about maintaining grass on the playground.

Correction Deadline: 7/16/2018

**Food Service** 

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

Met

## Comment

Please ensure that ready to eat formula is stored in a n air tight container and labeled for individual use.

# **Health and Hygiene**

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

Met

#### Comment

Staff state proper knowledge of diapering procedures.

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

Met

#### Comment

Staff stated proper hand washing procedures.

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

**Not Met** 

#### **Finding**

591-1-1-.20(3) requires the Center to maintain a record of medication dispensed that includes the date, time and amount of medication, any noticeable adverse reaction, and the signature or initials of the person administering the medication. It was determined based on review of records that there were not dates or times listed for the medication that was to be dispensed.

## POI (Plan of Improvement)

The Center will train Staff responsible for dispensing medication in the accurate completion and storage of the records and will implement a plan to monitor this.

Correction Deadline: 7/16/2018

# 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)

N/A

### Comment

Center does not provide routine transportation.

# **Sleeping & Resting Equipment**

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

Met

#### Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

# Staff Records

## **Records Reviewed: 13**

Records with Missing/Incomplete Components: 0

Staff # 1 Met

Staff # 2 Met

Date of Hire: 02/27/2014

Records Reviewed: 13 Records with Missi	ng/Incomplete Components: 0
Staff # 3 Date of Hire: 08/01/2005	Met
Staff # 4 Date of Hire: 04/12/2018	Met
Staff # 5 Date of Hire: 08/04/2010	Met
Staff # 6 Date of Hire: 07/27/2015	Met
Staff # 7 Date of Hire: 08/16/2017	Met
Staff # 8 Date of Hire: 08/02/2013	Met
Staff # 9	Met
Staff # 10 Date of Hire: 12/12/2016	Met
Staff # 11 Date of Hire: 02/20/2018	Met
Staff # 12 Date of Hire: 03/19/2009	Met
Staff # 13 Date of Hire: 12/13/2016	Met
Staff Credentials Reviewed: 13	
591-1-109 Criminal Records Check(CR)	Met
Comment Director provided 3 file(s) for employees hired since last visit.	
591-1-131 Staff(CR)	Met
Comment Staff observed to be compliant with applicable laws and regulations.	
	Staffing and Supervision

# **Finding**

591-1-1-.32(4)(b) allows children who turn three years old during the regular school year to remain with two year olds for the remainder of the school year but requires agreement from the older child's Parent(s) for the continued placement. It was determined based on staff interview that there was a three-year-old in a classroom with one and two-year-olds without parental permission.

## POI (Plan of Improvement)

The Center will secure parental permission and keep it on file.

Correction Deadline: 7/16/2018

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

Met

#### Comment

Adequate supervision observed on this date.