



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: 11/8/2017 **VisitType:** Licensing Study **Arrival:** 12:10 PM **Departure:** 2:00 PM

CCLC-39164

Sylvan Hills Day Nursery- Gdch

1750 Sylvan Road, SW Atlanta, GA 30310 Fulton County
 (404) 755-2622 sylvanhills@bellsouth.net

Regional Consultant

Lajuana Williams

Phone: (770) 357-7074

Fax: (770) 357-7073

lajuana.williams@decal.ga.gov

Mailing Address
 Same

Quality Rated: No

<u>Compliance Zone Designation</u>			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.
11/08/2017	Licensing Study	Good Standing	
05/11/2017	Monitoring Visit	Good Standing	
10/26/2016	Licensing Study	Good Standing	
			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.

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 and One Year Olds and Two Year Olds and Three Year Olds and Four Year Olds	3	13	C	14	C	NA	NA	Nap, Transitioning, Lunch
			Total Capacity @35 sq. ft.: 14			Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 13			Total Capacity @35 sq. ft.: 14			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PGR	53	C

Comments

Plan of Improvement: Developed This Date

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. 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.

- 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

Jenell Zuniga, Program Official

Date

Lajuana Williams, Consultant

Date



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Findings Report

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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

591-1-1-.12(4) - Furniture observed to be secure.

Correction Deadline: 11/8/2017

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

N/A

Comment

No Swimming Activities Provided

Facility

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

Met

Comment

Licensed Capacity Routinely Met

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

Met

Comment

Observation-No Hazards Accessible

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

Technical Assistance

Technical Assistance

591-1-1-.26(9) -Discussed weather related items- Please ensure yard equipment i.e. the rake and wheel barrow are stored in an area inaccessible to the children prior to allowing children outside.

Correction Deadline: 11/8/2017

Health and Hygiene

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

Staff Stated Proper Knowledge

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

Observed-Staff Remind Children Wash Hand

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

Medication was not dispensed.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures	Not Met
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Technical Assistance

591-1-1-.21(1)(p) - Please ensure the emergency plan is updated to cover all emergency situations. Please see the templates in child care center forms on decal.ga.gov .

Correction Deadline: 11/13/2017

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 observation that a lock down drill had not been conducted

POI (Plan of Improvement)

The Center will hold lock down drills every six months as required and keep the documentation of the drills on file for two years.

Correction Deadline: 11/13/2017

Safety

591-1-1-.05 Animals	N/A
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Comment

No Animals Kept

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

Observed-Positive Learning Environment

591-1-1-.13 Field Trips(CR)	N/A
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Comment

No Field Trips at This Time

591-1-1-.36 Transportation(CR)	N/A
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Comment

No Routine Transportation Provided

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**Met****Comment**

Discussed-SIDS/Infant Sleeping Position

Comment

Observed-Pleasant Naptime Environment

Staff Records**Records Reviewed: 3****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 09/15/2016

Staff # 2

Met

Date of Hire: 01/14/1985

Staff # 3

Met

Date of Hire: 02/24/1998

Staff Credentials Reviewed: 3**591-1-1-.09 Criminal Records Check(CR)****Met****Correction Deadline: 5/11/2017****Corrected on 11/8/2017****.09(1)(e) - Previous cite corrected. Discussed that satisfactory clearance letters were required to be on file for the Director and one staff prior to October 1, 2018.****591-1-1-.14 First Aid & CPR****Met****Comment**

Observed-100% Certified First Aid & CPR

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

591-1-1-.31(13) - program compliant.

Correction Deadline: 11/8/2017**Staffing and Supervision****591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Comment**

Observed-Appropriate Staff:Child Ratios

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

Observed-Adequate Supervision