



**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:** 9/6/2017    **VisitType:** Monitoring Visit    **Arrival:** 12:30 PM    **Departure:** 2:10 PM

**CCLC-39210**

**Tracey's Stay N Play**

4401 Elkan Avenue Macon, GA 31206 Bibb County  
 (478) 788-8210 sharon31206@hotmail.com

**Mailing Address**

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**Regional Consultant**

Sondra Paster

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sondra.paster@dec.al.ga.gov

<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.
09/06/2017	Monitoring Visit	Good Standing	
02/14/2017	Licensing Study	Good Standing	
10/04/2016	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 (infants-1yr)	Infants and One Year Olds	1	3	C	7	C	NA	NA	Nap,Free Play	
Main	B (twos)	One Year Olds and Two Year Olds and Four Year Olds	1	6	C	11	C	NA	NA	Nap	
Main	C (school-age)		0	0	C	3	C	NA	NA	Not In Use	
Total Capacity @35 sq. ft.:			18			Total Capacity @25 sq. ft.:		0			Building @35 capacity limited by Fire Marshall Limitations
Total # Children this Date:			9			Total Capacity @25 sq. ft.:		0			

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	34	C

**Comments**

Comprehensive determination information was provided to the director on this date.

Plan of Improvement: Developed This Date 09/06/2017

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.



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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@decga.gov](mailto:CCSRefutations@decga.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://decga.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)

Sharon Bradley, Program Official

Date

Sondra Paster, Consultant

Date



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### Findings Report

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

**Comment**

The consultant observed no unsecured equipment that posed a hazard to children on this date.

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

**Comment**

No Swimming Activities Provided

### Evening Care

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

**Comment**

The consultant did not observe evening care on this date. However, the center stated that there are six to seven children that are present for evening care with one staff present.

### 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**

Observation-No Hazards Accessible

**Correction Deadline: 2/14/2017**

**Corrected on 9/6/2017**

**The consultant observed the door to be replaced on this date.**

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**591-1-1-.26 Playgrounds(CR)****Not Met****Finding**

591-1-1-.26(7) requires that climbing and swinging equipment be anchored. It was determined based on observation that the jungle gym was observed to be unsecured on the right back side on this date.

**POI (Plan of Improvement)**

The Center will remove or repair equipment that is not anchored and will regularly inspect the equipment to ensure it remains anchored.

**Correction Deadline: 9/16/2017****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 the jungle gym was observed to have three inches of resilient surfacing on this date when six inches was required.

**POI (Plan of Improvement)**

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

**Correction Deadline: 9/16/2017****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 observation that exposed concrete from securing the jungle gym was observed on the outdoor play area on this date. The consultant further observed paint to be chipping on the seesaw equipment and the merry-go-round stationary equipment.

**POI (Plan of Improvement)**

The Center will ensure no hazards are accessible to children on the outdoor play areas.

**Correction Deadline: 9/6/2017**

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<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Correction Deadline: 3/16/2017****Corrected on 9/6/2017****The staff stated proper diapering procedures on this date.**

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**591-1-1-.17 Hygiene(CR)****Met****Correction Deadline: 2/14/2017****Corrected on 9/6/2017****The consultant observed hand washing practices to be met on this date.**

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**591-1-1-.20 Medications(CR)****N/A****Comment**

The director stated that medication is not given at the facility.

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<b>Safety</b>
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**591-1-1-.11 Discipline(CR)****Met****Comment**

Observed-Discussion/Redirection

**Finding**

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on observation that the director/driver was observed to have documentation that the two hour transportation had been completed on this date.

**POI (Plan of Improvement)**

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

**Correction Deadline: 9/16/2017**

**Correction Deadline: 2/19/2017**

**Corrected on 9/6/2017**

The consultant observed the van inspection that was completed on May 16, 2017 to be satisfactory on this date.

**Sleeping & Resting Equipment**

**Finding**

591-1-1-.30(1)(a)3 requires that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. It was determined based on observation that one cribs occupied by an infant was observed to have sheets that were not tight fitting.

**POI (Plan of Improvement)**

The center will ensure that each crib has an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant.

**Correction Deadline: 9/6/2017**

**Staff Records**

**Records Reviewed: 9**

**Records with Missing/Incomplete Components: 3**

Staff # 1 Met  
Date of Hire: 03/05/2016

Staff # 2 Met  
Date of Hire: 08/07/2016

Staff # 3 Not Met  
Date of Hire: 01/01/2016

"Missing/Incomplete Components"  
.33(2)-Health & Safety Certificate

Staff # 4 Not Met  
Date of Hire: 10/05/2016

"Missing/Incomplete Components"  
.33(2)-Health & Safety Certificate

**Records Reviewed: 9**

**Records with Missing/Incomplete Components: 3**

Staff # 5	Met
Staff # 6	Met
Date of Hire: 06/15/2005	
Staff # 7	Met
Staff # 8	Not Met
Date of Hire: 01/01/2002	
<u>"Missing/Incomplete Components"</u>	
.36(3)(a-c)-2 hrs. Transportation Training missing	
Staff # 9	Met

**Staff Credentials Reviewed: 9**

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

**Comment**

Criminal Records Check complete

**Comment**

No new hires

**Comment**

The director was informed that a fingerprint background determination for any staff that had fingerprints completed before January 1, 2014 must obtain an updated fingerprint determination by October 1, 2018. The director was further informed that all staff must have a comprehensive background check determination on file no later than October 1, 2017.

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**591-1-1-.33 Staff Training** **Not Met**

**Finding**

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on observation that three staff were observed to be without health & safety training within 90 days of employment or by December 29, 2016.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

**Correction Deadline: 10/6/2017**

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

**Comment**

The consultant observed all staff to meet applicable laws and regulations on this date.

**Staffing and Supervision**

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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)** **Met**

**Comment**

Observed-Appropriate Staff:Child Ratios

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

**Met**

**Comment**

Observed-Adequate Supervision