



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: 11/30/2017 **VisitType:** Monitoring Visit

Arrival: 11:45 AM

Departure: 2:15 PM

CCLC-39441

Harmon Head Start at Talbot

159 Park Road Talbotton, GA 31827 Talbot County
 (706) 665-3717 khamilton@espheadstart.org

Regional Consultant

Patty Malone

Phone: (912) 544-9991

Fax: (912) 544-9975

coty.cummings@dec.al.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

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.
11/30/2017	Monitoring Visit	Good Standing	
01/30/2017	Monitoring Visit	Good Standing	
08/09/2016	Initial 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 and Three Year Olds	2	7	C	14	C	NA	NA	Nap,Lunch,Transitioning
Main	B	One Year Olds and Two Year Olds and Three Year Olds	2	8	C	19	C	NA	NA	Lunch,Nap,Transitioning
Main	C	Three Year Olds and Four Year Olds	3	15	C	20	C	NA	NA	Transitioning,Nap
Total Capacity @35 sq. ft.: 53						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 30			Total Capacity @35 sq. ft.: 53			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	B	53	C
Main	Playground A	22	C

Comments

Plan of Improvement: Developed This Date 11/30/2017

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. 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

Kimberly Hamilton, Program Official

Date

Patty Malone, 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

Observed-Variety Throughout Center

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)

Met

Comment

Observation-Clean/Good Repair

Health and Hygiene

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

Technical Assistance

Technical Assistance

591-1-1-.10 - The consultant discussed the amendment requirement for rooms approved for diapering.

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

Comment

Observed-Proper Hand Washing

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

Comment

The center has not administered any medications since the last visit.

Safety

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

Comment

Observed-Discussion/Redirection

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

Correction Deadline: 1/31/2017

Corrected on 11/30/2017

.36(7)(d)1. - This citation was observed to be corrected. The center is no longer providing transportation.

Correction Deadline: 1/30/2017

Corrected on 11/30/2017

.36(7)(d)2. - This citation was observed to be corrected.

Sleeping & Resting Equipment

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

Comment

Observed-Pleasant Naptime Environment. The center does not currently care for children that require an infant crib for sleep.

Staff Records

Records Reviewed: 10

Records with Missing/Incomplete Components: 3

Staff # 1 Met

Date of Hire: 03/16/2017

Staff # 2 Met

Date of Hire: 10/02/2006

Staff # 3 Not Met

Date of Hire: 03/17/2016

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 4 Met

Date of Hire: 07/21/2016

Staff # 5 Met

Records Reviewed: 10**Records with Missing/Incomplete Components: 3**

Date of Hire: 09/12/2013

Staff # 6

Met

Date of Hire: 02/02/1998

Staff # 7

Not Met

Date of Hire: 09/12/2013

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 8

Not Met

Date of Hire: 07/16/2015

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 9

Met

Date of Hire: 02/22/2008

Staff # 10

Met

Date of Hire: 11/13/2006

Staff Credentials Reviewed: 10**591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

The consultant reviewed ten staff files. Criminal record checks were observed to be complete.

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 a review of records that the center had three staff hired more than 90 days without documentation of the required health and safety training.

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: 12/30/2017**591-1-1-.31 Staff(CR)****Met****Comment**

Lead staff education requirements

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