



**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:** 3/1/2018    **VisitType:** Licensing Study    **Arrival:** 10:30 AM    **Departure:** 1:20 PM

**CCLC-3944**

**Cathy's Daycare Learning Center #2**

2561 Lumpkin Rd. Augusta, GA 30906 Richmond County  
(706) 772-9214 gibbs5100@bellsouth.net

**Regional Consultant**

Melyn Smith

Phone: (706) 855-3455  
Fax: (706) 434-7640  
melyn.smith@dec.al.gov

**Mailing Address**  
Same

**Quality Rated:** ★

| <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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|------------------------------------|-----------------------------------|---------------|--|
| 03/01/2018                         | Licensing Study                   | Good Standing |  |
| 12/06/2017                         | Complaint Closure                 | Good Standing |  |
| 12/06/2017                         | Complaint Investigation 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               |
|--------------------------------|-----------|-----------------------------------|--------------------------------|----------|------|-------------------------------|--------------|------------|--------------|---------------------|
| Building 1                     | Infant 1  | Infants and One Year Olds         | 1                              | 5        | C    | 13                            | C            | NA         | NA           | Nap, Floor Play     |
| Building 1                     | Infant 2  | Infants                           | 1                              | 4        | C    | 10                            | C            | NA         | NA           | Floor Play, Feeding |
| Building 1                     | Toddler 1 | Two Year Olds and Three Year Olds | 1                              | 8        | C    | 8                             | C            | NA         | NA           | Centers             |
| Building 1                     | Toddler 2 | Two Year Olds                     | 1                              | 7        | C    | 10                            | C            | NA         | NA           | Centers             |
| Total Capacity @35 sq. ft.: 41 |           |                                   | Total Capacity @25 sq. ft.: 0  |          |      |                               |              |            |              |                     |
| Building 2                     | Left      | Three Year Olds                   | 1                              | 12       | C    | 15                            | C            | NA         | NA           | Transitioning       |
| Building 2                     | Right     | Two Year Olds                     | 1                              | 7        | C    | 14                            | C            | NA         | NA           | Transitioning       |
| Total Capacity @35 sq. ft.: 29 |           |                                   | Total Capacity @25 sq. ft.: 0  |          |      |                               |              |            |              |                     |
| Total # Children this Date: 43 |           |                                   | Total Capacity @35 sq. ft.: 70 |          |      | Total Capacity @25 sq. ft.: 0 |              |            |              |                     |

| Building   | Playground     | Playground Occupancy | Playground Compliance |
|------------|----------------|----------------------|-----------------------|
| Building 2 | Main-Play Yard | 64                   | C                     |

**Comments**

The consultant discussed the upcoming deadline of October 1, 2018 for the Comprehensive Criminal Background Check at this visit.

Plan of Improvement: Developed This Date 03/01/2018

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:** 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.

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.

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**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](mailto: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.

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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](mailto:qualityrated@dec.al.ga.gov)

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Cathy Gibbs, Program Official

Date

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Melyn Smith, Consultant

Date



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### Findings Report

**Date:** 3/1/2018      **VisitType:** Licensing Study      **Arrival:** 10:30 AM      **Departure:** 1:20 PM

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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

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.

### Children's Records

**Records Reviewed: 4**

**Records with Missing/Incomplete Components: 1**

Child # 1      Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

Child # 2      Met

Child # 3      Met

Child # 4      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 review of records, that one of four children's files reviewed was lacking the phone number for the child's primary care physician on this date.

**POI (Plan of Improvement)**

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

**Correction Deadline: 3/1/2018**

|                 |
|-----------------|
| <b>Facility</b> |
|-----------------|

**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**

No hazards observed accessible to children on this date.

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

Met

**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute the resilient surfacing to where the black plastic located under the resilient surface is covered completely.

**Comment**

Playground observed to be clean and in good repair.

|                           |
|---------------------------|
| <b>Health and Hygiene</b> |
|---------------------------|

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

Met

**Comment**

Proper diapering procedures observed.

**Correction Deadline: 12/6/2017**

**Corrected on 3/1/2018**

**.10(4) - Previous citation corrected, based on observation, in that proper diapering was observed with the diaper changing surface disinfected before and between each diaper change on this date.**

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

Met

**Comment**

Proper hand washing observed throughout the center.

**Correction Deadline: 12/6/2017**

Corrected on 3/1/2018

.17(7) - Previous citation corrected, based on observation, that children were observed to wash their hands with liquid soap and warm running water throughout the day on this date.

Correction Deadline: 12/6/2017

Corrected on 3/1/2018

.17(8) - Previous citation corrected, based on observation, in that staff were observed to wash their hands with liquid soap and warm running water throughout the day on this date.

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

**Met**

**Comment**

The director stated that medication is not dispensed at this time.

**Safety**

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**591-1-1-.05 Animals**

**Met**

**Comment**

Center does not keep animals on premises.

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

**Met**

**Comment**

Staff were observed to maintain a positive learning environment on this date.

Correction Deadline: 11/30/2017

Corrected on 3/1/2018

.11(2) - Previous citation corrected, based on observation, in that positive discipline, including redirection and discussion, were observed throughout the center on this date.

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**591-1-1-.13 Field Trips(CR)**

**Met**

**Comment**

Center does not participate in field trips at this time.

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

**Met**

**Comment**

Complete documentation of transportation observed.

**Sleeping & Resting Equipment**

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

**Met**

**Comment**

Pleasant naptime environment observed.

**Staff Records**

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**Records Reviewed: 11**

**Records with Missing/Incomplete Components: 7**

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Staff # 1

Not Met

Date of Hire: 09/15/2017

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 2

Not Met

Date of Hire: 11/08/1996

**Records Reviewed: 11****Records with Missing/Incomplete Components: 7**"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 3

Not Met

Date of Hire: 07/05/2017

"Missing/Incomplete Components"

.14(2)-CPR missing

Staff # 4

Met

Date of Hire: 07/25/2002

Staff # 5

Not Met

Date of Hire: 08/31/2016

"Missing/Incomplete Components"

.14(2)-CPR missing

Staff # 6

Not Met

Date of Hire: 11/28/2017

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 7

Not Met

Date of Hire: 07/05/2017

"Missing/Incomplete Components"

.14(2)-CPR missing

Staff # 8

Met

Date of Hire: 01/04/2018

Staff # 9

Met

Date of Hire: 07/24/2017

Staff # 10

Not Met

Date of Hire: 08/23/2017

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 11

Met

Date of Hire: 10/02/2017

**Staff Credentials Reviewed: 11****591-1-1-.09 Criminal Records Check(CR)****Met**

**Comment**

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

**Comment**

Criminal records checks were observed to be complete.

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

**Not Met**

**Finding**

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined, based on review of records, in that the director and five out of eleven staff employed were lacking current CPR training on this date, as three of the six was lacking hands-on CPR training on this date. It was further determined that four of eleven staff were lacking current first aid training on this date.

**POI (Plan of Improvement)**

The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

**Correction Deadline: 3/31/2018**

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**591-1-1-.33 Staff Training**

**Met**

**Comment**

Documentation observed of required staff training.

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

**Met**

**Comment**

The consultant observed all Center staff to comply with all applicable laws and regulations on this date.

**Correction Deadline: 3/1/2018**

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**Staffing and Supervision**

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

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.