



**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:** 1/30/2019    **VisitType:** Complaint Investigation & Monitoring Visit    **Arrival:** 9:20 AM    **Departure:** 1:30 PM

**CCLC-39499**

**Premier Early Learning Academy**

2696 Macland Rd Dallas, GA 30157 Paulding County  
 (770) 445-4517 Erica.Burton@pelacademy.com

**Regional Consultant**

Karyn Presley

Phone: (770) 342-7904

Fax: (678) 891-5958

karyn.presley@decal.ga.gov

Joint with: Octavia Humphrey

**Mailing Address**  
 Same

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>		
01/30/2019	Complaint Investigation & Monitoring Visit	Good Standing
01/30/2019	Complaint Closure	Good Standing
09/20/2018	Complaint Closure	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 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	
Building 2	G - Front Right	Three Year Olds	2	17	C	19	C	NA	NA	Centers	
Building 2	H - Front Left		0	0	C	18	C	NA	NA	Not In Use	
Building 2	I - Back Left		0	0	C	15	C	NA	NA	Not In Use	
Building 2	J - Back Right	PreK	2	22	C	20	NC	NA	NA	Art,Centers	
Total Capacity @35 sq. ft.:			72			Total Capacity @25 sq. ft.:			0		
Main	C- 2nd R	One Year Olds	1	4	C	10	C	NA	NA	Art,Free Play	
Main	D-Far Right	Infants	1	2	C	10	C	NA	NA	Free Play,Art	
Main	E-1 st Left		0	0	C	10	C	NA	NA	Not In Use	
Main	F-2nd Left	One Year Olds	2	7	C	16	C	NA	NA	Music	
Total Capacity @35 sq. ft.:			46			Total Capacity @25 sq. ft.:			0		
Total # Children this Date:			52			Total Capacity @35 sq. ft.:			118		
						Total Capacity @25 sq. ft.:			0		

Building	Playground	Playground Occupancy	Playground Compliance

**Comments**

Plan of Improvement: Developed This Date 01/30/2019

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).



Please refer to the website, <http://www.dec.al.ga.gov/CCS/RulesAndRegulations.aspx>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

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).

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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Erica Burton, Program Official

Date

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Karyn Presley, Consultant

Date

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Octavia Humphrey, Consultant

Date



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### Findings Report

**Date:** 1/30/2019 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 9:20 AM **Departure:** 1:30 PM

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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**

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.

### Facility

**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 the fencing requirement with the provider

### Health and Hygiene

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

**Comment**

Staff state proper knowledge of diapering procedures.

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

Staff were observed to remind children to wash hands.

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

The Provider currently does not dispense/administer medication.

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**Safety**

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

Age-appropriate discussion and/or redirection observed.

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

A current/completed inspection was observed for all vehicles used in transporting children this date.

**Comment**

Complete documentation of transportation observed.

**Comment**

The vehicle had an approved fire extinguisher and first aid kit on this date.

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**Sleeping & Resting Equipment**

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

Discussed mats and sheets with the provider

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**Staff Records**

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**Records Reviewed: 11****Records with Missing/Incomplete Components: 3**

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Staff # 1

Not Met

Date of Hire: 11/27/2018

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 2

Not Met

Date of Hire: 01/22/2019

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.09-Criminal Records Check Missing

Staff # 3

Met

Date of Hire: 05/07/2018

Staff # 4

Met

Date of Hire: 06/15/2016

Staff # 5

Met

**Records Reviewed: 11**

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

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Date of Hire: 06/02/2017

Staff # 6

Met

Date of Hire: 08/13/2018

Staff # 7

Not Met

Date of Hire: 12/21/2018

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8

Met

Date of Hire: 08/06/2018

Staff # 9

Met

Date of Hire: 10/12/2017

Staff # 10

Met

Date of Hire: 01/25/2016

Staff # 11

Met

Date of Hire: 05/02/2018

**Staff Credentials Reviewed: 11**

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**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)**

**Not Met**

**Comment**

Director provided three files for employees hired since last visit.

**Comment**

Discussed the following rule with the provider 591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed.

**Correction Deadline: 1/30/2019**

**Finding**

591-1-1-.09(1)(k) requires that for portability for Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination or a satisfactory Comprehensive Records Check Determination letter issued by the Department for a Student-in-Training if the individual's Records Check Clearance Date is within the preceding 24 months from the hire date, the Center has verified and maintains evidence on file at the Center that the Student-in-Training is currently enrolled in a high school recognized by the Department of Education or an early education curriculum through an accredited school of higher education, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on consultant's review of records staff #2 was hired on January 22, 2019 and had a satisfactory comprehensive fingerprint from 2015, which is not within the last 12 months, also staff # 7 was hired on December 21, 2018 and had a satisfactory comprehensive fingerprint that is from September 16, 2017 which is not within the last 12 months.

**POI (Plan of Improvement)**

The Center will ensure that only the most recently issued determination letter is electronically ported for Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination or a satisfactory Comprehensive Records Check Determination letter issued by the Department for a Student-in-Training if the individual's Records Check Clearance Date is within the preceding 24 months from the hire date, the Center has verified and maintains evidence on file at the Center that the Student-in-Training is currently enrolled in a high school recognized by the Department of Education or an early education curriculum through an accredited school of higher education, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed.

**Correction Deadline: 1/30/2019**

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

**Met**

**Comment**

Discussed the in person requirement for CPR.

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

**Not Met**

**Finding**

591-1-1-.33(1) requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task. It was determined based on consultant's review of review of records two staff members hired since the last visit did not have orientation documentation on file

**POI (Plan of Improvement)**

The Center will develop and provide orientation for all new Staff prior to their staff's assignment to children or task.

**Correction Deadline: 1/30/2019**

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**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**

Discussed active supervision with the provider

**The following information is associated with a Complaint Investigation Visit:**

**Staff Records**

Correction Deadline: 9/27/2018

Corrected on 1/30/2019

.31(1)(a) - Previous citation was observed to be corrected in that staff were available during the morning to operate the Center on this date.