



**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:** 9/11/2018    **VisitType:** Monitoring Visit    **Arrival:** 10:40 AM    **Departure:** 12:20 PM

**CCLC-39816**

**Quitman County Early Childhood Development and Education Center**

213 Kaigler Road Georgetown, GA 39854 Quitman County  
(229) 334-9214 lguidtry@espheadstart.org

**Mailing Address**  
Same

**Regional Consultant**

Sondra Paster

Phone: (478) 314-5803

Fax: (478) 314-5811

sondra.paster@decal.ga.gov

**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.  <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.
09/11/2018	Monitoring Visit	Good Standing	
02/21/2018	Monitoring Visit	Good Standing	
08/30/2017	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- Toddlers	Three Year Olds and Four Year Olds	2	16	C	19	C	NA	NA	Centers, Free Play, Floor Play
Main	B- 12 months - 35 months	Two Year Olds and Three Year Olds	2	8	C	8	C	NA	NA	Free Play, Music
Main	C- 3's and 4's		0	0	C	17	C	NA	NA	
Total Capacity @35 sq. ft.: 44						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 24			Total Capacity @35 sq. ft.: 44			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A- EHS	19	C
Main	B- HS	153	C

**Comments**

A criminal record one day letter was left on this date.

Plan of Improvement: Developed This Date 09/11/2018

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).



Please refer to the website, <http://www.dec.state.ga.us/CCS/Regulations.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.

**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.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 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.state.ga.us/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).

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>  
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.state.ga.us](mailto:qualityrated@dec.state.ga.us)

Lonisha Guidry, Program Official

Date

Sondra Paster, Consultant

Date



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

### Findings Report

**Date:** 9/11/2018    **VisitType:** Monitoring Visit    **Arrival:** 10:40 AM    **Departure:** 12:20 PM

**CCLC-39816**

**Quitman County Early Childhood Development and Education Center**

213 Kaigler Road Georgetown, GA 39854 Quitman County  
(229) 334-9214 lguidry@esphheadstart.org

**Mailing Address**  
Same

**Regional Consultant**

Sondra Paster  
Phone: (478) 314-5803  
Fax: (478) 314-5811  
sondra.paster@dec.al.gov

The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

**Comment**

Equipment and furniture observed to be properly secured, as applicable.

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

**Comment**

Center does not provide swimming activities.

### Facility

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

**Comment**

Licensed capacity observed to be met by center.

**591-1-1-.25 Physical Plant - Safe Environment(CR)** **Not Met**

**Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on the observation that the following hazards were observed to be accessible to children on this date:

- \* Hand sanitizer in a staff's book bag sitting on the floor in classroom A
- \* Wipes and lotion and nasal spray which state "keep out of reach" of children were observed accessible in a child's book bag in classroom B
- \* An employee purse in an unlocked cabinet which was accessible to children in classroom B
- \* Cough syrup in a child's book bag accessible to children in classroom A

**POI (Plan of Improvement)**

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

**Correction Deadline: 9/11/2018**

---

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

Playground observed to be clean and in good repair.

---

**Health and Hygiene**

---

---

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

Staff state proper knowledge of diapering procedures.

---

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

Proper hand washing observed throughout the center.

---

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

Discussed proper medication documentation and procedures.

**Comment**

The center had not given any medication since the last regulatory visit on February 21, 2018.

---

**Safety**

---

---

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

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

---

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

Center does not provide routine transportation.

---

**Sleeping & Resting Equipment**

---

---

**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****N/A****Comment**

The center does not provide care to infants. Therefore, this rule was not evaluated on this date.

---

**Staff Records**

---

**Records Reviewed: 7****Records with Missing/Incomplete Components: 1**

---

Staff # 1

Met

Date of Hire: 09/01/2017

Staff # 2

Met

Date of Hire: 01/17/2017

Staff # 3

Met

Date of Hire: 04/09/2018

Staff # 4

Met

**Records Reviewed: 7****Records with Missing/Incomplete Components: 1**

Date of Hire: 03/03/2003

Staff # 5

Met

Date of Hire: 12/15/2016

Staff # 6

Not Met

Date of Hire: 08/16/2018

"Missing/Incomplete Components"

.09-Criminal Records Check Dissatisfied

Staff # 7

Met

Date of Hire: 01/17/2017

**Staff Credentials Reviewed: 7****591-1-1-.09 Criminal Records Check(CR)****Not Met****Comment**

Director provided 3 file(s) for employees hired since last visit on February 21, 2018.

**Technical Assistance**

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, 2018. The consultant discussed new criminal background policies and procedures that will become effective on October 1, 2018. The director will review the upcoming changes to ensure criminal background compliance is maintained.

**Finding**

591-1-1-.09(1)(d) requires each Employee and Center Director hired on or after January 1, 2014 to have a satisfactory Fingerprint Records Check Determination with a Records Check Clearance date that is within 12 months of their hire date. In order for the Department to issue a satisfactory Fingerprint Records Check Determination, each Employee and Director must submit both a Fingerprint Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on observation that a staff hired on August 2018 was observed to have a fingerprint record check determination letter that had an expired portability date of March 3, 2017.

**POI (Plan of Improvement)**

The Center will ensure that each director and employee hired after January 1, 2014 has a satisfactory Fingerprint Records Check Determination dated within 12 months of the hire date and will submit the required documents to obtain the determination if they have not already done so.

**Correction Deadline: 9/11/2018****591-1-1-.31 Staff(CR)****Met****Comment**

Staff observed to be compliant with applicable laws and regulations.

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

Center observed to maintain appropriate staff:child ratios.

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

**Comment**

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