



**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: 8/22/2018 **VisitType:** Monitoring Visit **Arrival:** 12:15 PM **Departure:** 4:00 PM

CCLC-4132

CHILDREN'S ACADEMY OF NORTHLAKE

2041 HAROBI DRIVE Tucker, GA 30084 DeKalb County
(404) 325-3683 caon.Isoedarto@gmail.com

Regional Consultant

Chrische Walker

Phone: (770) 359-5166

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chrische.walker@decal.ga.gov

Mailing Address

Same

Quality Rated: No

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.
08/22/2018	Monitoring Visit	Good Standing	
01/10/2018	Licensing Study	Good Standing	
08/09/2017	Monitoring Visit	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	3	10	C	11	C	NA	NA	Floor Play, Feeding, Nap
Main	B	One Year Olds	3	14	C	16	C	NA	NA	Nap
Main	C	Infants	1	2	C	21	C	NA	NA	Nap
Main	D	Two Year Olds and Three Year Olds	3	16	C	22	C	NA	NA	Nap
Main	E	Two Year Olds and Three Year Olds	2	15	C	22	C	31	C	Nap
Main	F	Three Year Olds and Four Year Olds	1	7	C	27	C	38	C	Nap
Main	G		0	0	C	58	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 177						Total Capacity @25 sq. ft.: 197				
Total # Children this Date: 64			Total Capacity @35 sq. ft.: 177			Total Capacity @25 sq. ft.: 197				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant	3	C
Main	Preschool/SA	342	C
Main	Toddler	32	C


Comments

The purpose of today's visit was to conduct a Monitoring Visit and to follow up from the previous visit on January 10, 2018. The consultant left a First Aid Checklist and a Documentation of Orientation resources on this date.

The consultant also discussed the upcoming changes to the background check requirements beginning on October 1, 2018.

Plan of Improvement: Developed This Date 08/22/2018

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. 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

Laurentia Soedarto, Program Official

Date

Chrische Walker, 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

A variety of equipment and toys were observed throughout the center.

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 routinely met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR)

Not Met

Comment

Please be mindful to keep items that pose a hazard inaccessible to children. Please remember to use latches or locks to lock cabinets in the classrooms.

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 consultant's observation that three bottles of sunscreen and one bottle of bug spray was stored in an unlocked cabinet in which it was accessible to the children in Room F.

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. The Center will monitor all cleaning supplies that are accessible to the children.

Correction Deadline: 8/22/2018

Recited on 8/22/2018

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

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on consultant's observation that rust was observed on a red and blue seesaw on the back left preschool playground.

POI (Plan of Improvement)

Staff will check the equipment daily to ensure that the equipment is free of rust. The center completed corrections for the chipping paint on the yellow structures and the brown chipping paint on the stairs of a climbing structure on the back preschool playground. The center also corrected the wooden log on the toddler playground.

Correction Deadline: 8/31/2018**Recited on 8/22/2018**

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**

Documentation for medication dispensing observed complete. Great job!

Policies and Procedures

591-1-1-.29 Required Reporting**Met****Comment**

Discussed the new online required reporting requirements.

Safety

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

Age-appropriate discussion and/or redirection observed.

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

Complete documentation of transportation observed. Great job!

Correction Deadline: 1/12/2018**Corrected on 8/22/2018**

.36(3)(a-b) - The previous citation has been corrected on this date. The consultant observed the director to have completed a current transportation training. The previous driver was no longer employed at the facility.

Correction Deadline: 1/15/2018

Corrected on 8/22/2018

.36(4)(a) - The previous citation has been corrected on this date. The consultant observed three vehicles with the tag numbers AFK5152, AFS6386, and PNQ1999, with current vehicle safety inspections.

Sleeping & Resting Equipment

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

Met

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 30

Records with Missing/Incomplete Components: 3

Staff # 1	Met
Date of Hire: 03/05/2018	
Staff # 2	Not Met
Date of Hire: 04/25/2018	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 3	Met
Date of Hire: 11/16/2017	
Staff # 4	Met
Date of Hire: 04/30/2015	
Staff # 5	Met
Date of Hire: 09/25/2017	
Staff # 6	Met
Date of Hire: 05/27/2015	
Staff # 7	Met
Date of Hire: 07/17/2018	
Staff # 8	Met
Date of Hire: 06/16/2016	
Staff # 9	Met
Date of Hire: 10/03/2017	
Staff # 10	Not Met
Date of Hire: 03/01/2018	
<u>"Missing/Incomplete Components"</u>	

.33(3)-Health & Safety Certificate,.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 11	Met
Date of Hire: 03/03/2008	
Staff # 12	Met
Date of Hire: 03/05/2018	
Staff # 13	Met
Date of Hire: 07/20/2015	
Staff # 14	Met
Date of Hire: 10/21/2013	
Staff # 15	Met
Date of Hire: 04/13/2015	
Staff # 16	Met
Date of Hire: 09/01/2017	
Staff # 17	Met
Date of Hire: 10/31/2017	
Staff # 18	Met
Date of Hire: 04/03/2017	
Staff # 19	Met
Date of Hire: 12/18/2017	
Staff # 20	Met
Date of Hire: 01/09/2014	
Staff # 21	Met
Date of Hire: 06/02/2017	
Staff # 22	Met
Date of Hire: 05/26/2015	
Staff # 23	Met
Date of Hire: 05/24/2017	
Staff # 24	Not Met
Date of Hire: 03/14/2018	

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 25 Date of Hire: 12/01/2017	Met
Staff # 26 Date of Hire: 06/24/2013	Met
Staff # 27 Date of Hire: 07/22/2015	Met
Staff # 28 Date of Hire: 12/20/2017	Met
Staff # 29 Date of Hire: 08/08/2018	Met
Staff # 30 Date of Hire: 01/02/2003	Met

Staff Credentials Reviewed: 30**591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

Director provided seven files for employees hired since last visit. The consultant discussed the portability requirements for one new hire. The consultant also reviewed and discussed the upcoming changes to the background check requirements that will be effective on October 1, 2018.

591-1-1-.14 First Aid & CPR**Not Met****Comment**

Please be mindful of training expiration dates.

Comment

Please replace/add missing items in the vehicles first aid kits. .

Finding

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records that two staff members hired on March 1, 2018 and April 25, 2018, did not obtain first aid and CPR certification within 90 days.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 9/10/2018**Recited on 8/22/2018****591-1-1-.33 Staff Training****Not Met**

Technical Assistance

591-1-1-.33 - Please ensure completed orientation checklists are documented and signed for all new hires and existing staff members.

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 consultant's review of records that two employees hired on March 1, 2018 and March 14, 2018, did not complete the health and safety training within the first 90 days of employment.

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: 8/31/2018

Recited on 8/22/2018

Comment

Discussed: Health and Safety Training is required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

Defer

591-1-1-.33(6)-The consultant will observe staff training hours for the 2018 calendar year at the next regulatory visit.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 2/9/2018

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

Met

Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

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.