

# 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: 5/8/2020 VisitType: Complaint Investigation by Phone

Arrival: 12:00 PM

Departure: 12:45 PM

# CCLC-45926

## Prime Step

1800 Water Place Ste 228 Atlanta, GA 30339 Cobb County (770) 980-8448 danilasousa543@yahoo.com

# **Regional Consultant**

Courtney Moody Phone: (800) 796-7861 Fax: (800) 798-6764 courtney.moody@decal.ga.gov

### Mailing Address

Same

#### Quality Rated: No

Compliance Zone Designation			<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				
05/08/2020	Complaint Investigation by Phone	Ŭ	standing, support, and deficient. <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting				
01/30/2020	Licensing Study	Good Standing	support         the rules.           Support         - Program performance is demonstrating a need for improvement in meeting				
08/13/2019	Monitoring Visit	Good Standing	rules.  Deficient  - Program is not demonstrating an acceptable level of performance in meeting the rules.				

#### Ratios/License Capacity

### Comments

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).

	<ul> <li>Please refer to the website, <u>http://www.decal.ga.gov/CCS/RulesAndRegulations.aspx</u>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,</li> <li>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</li> </ul>
10.1773.11	<ul> <li>New clearance is required at least once every five years</li> </ul>
	<ul> <li>Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance</li> </ul>
	All staff members are required to have completed at least a national fingerprint based clearance check
	<ul> <li>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</li> </ul>
	<ul> <li>Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee</li> </ul>

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@decal.ga.gov.

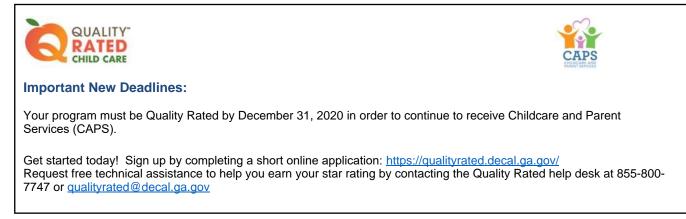
- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

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://decal.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)



Danila Sousa, Program Official

Date

Courtney Moody, Consultant

Date

LIS CIA			Atlanta, GA 30334 Phone: (404) 657-5562 WWW.DECAL.GA.GOV						
<i>v</i>	1776		Findings Report						
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CCLC-45926 Regional Consultant									
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The following information is associated with a Complaint Investigation by Phone:									
					С	hildren's Rec	ords		

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#### 591-1-1-.08 Children's Records

#### 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 an investigation that the center did not maintain the file for a child for one year after the child is no longer enrolled, which resulted in a lack of information available to complete the complaint investigation.

#### **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: 5/12/2020

