



**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:** 9/15/2020    **VisitType:** Monitoring Visit    **Arrival:** 12:00 PM    **Departure:** 1:00 PM

**CCLC-45926**

**Prime Step**

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

**Regional Consultant**

Courtney Reid

Phone: (800) 796-7861

Fax: (800) 798-6764

courtney.moody@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** No

<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.
09/15/2020	Monitoring Visit	Good Standing	
07/23/2020	Complaint Investigation by Phone	Good Standing	
05/08/2020	Complaint Investigation by Phone	Good Standing	

**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
Downstairs Suite	1L-Special Use		0	0	C	5	C	NA	NA	Not In Use
Downstairs Suite	1R	One Year Olds	1	12	NC	15	C	NA	NA	Nap
Downstairs Suite	2L	Four Year Olds	1	11	C	22	C	NA	NA	Nap
Downstairs Suite	2R	Three Year Olds	1	12	C	12	C	NA	NA	Nap
Downstairs Suite	3L	Two Year Olds	1	15	NC	15	C	NA	NA	Nap
Downstairs Suite	3R	Infants	1	6	C	11	C	NA	NA	Nap
Downstairs Suite	4R	Six Year Olds and Over	2	17	C	19	C	NA	NA	Homework
Total Capacity @35 sq. ft.: 166						Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Zoning		
Main	Afterschool	Three Year Olds	1	7	C	7	C	NA	NA	Nap
Main	A-infants	Infants	1	5	C	7	C	NA	NA	Floor Play
Main	B-2's	Two Year Olds	2	15	C	15	C	NA	NA	Nap
Main	C-1's	One Year Olds	2	11	C	16	C	NA	NA	Nap
Main	D-3's	Six Year Olds and Over	1	17	C	18	C	NA	NA	Homework
Main	E-PreK	PreK	1	20	C	22	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 85						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 148			Total Capacity @35 sq. ft.: 251			Total Capacity @25 sq. ft.: 0				

<b>Building</b>	<b>Playground</b>	<b>Playground Occupancy</b>	<b>Playground Compliance</b>
Downstairs Suite	Playground 2	30	C
Main	A	31	C

**Comments**

A virtual inspection was conducted on September 15, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive order was reviewed during the virtual inspection.

Plan of Improvement: No Plan Developed

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.

**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.

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.decal.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@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

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Danila Sousa, Program Official

Date

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Courtney Moody, Consultant

Date



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### Findings Report

**Date:** 9/15/2020 **VisitType:** Monitoring Visit **Arrival:** 12:00 PM **Departure:** 1:00 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.

### Children's Records

**591-1-1-.08 Children's Records** **Met**

**Correction Deadline: 5/12/2020**

**Corrected on 9/15/2020**

.08(1) - The center has a plan to ensure this rule is met.

### Facility

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

**Correction Deadline: 9/15/2020**

**Corrected on 9/15/2020**

.19(1) - Corrected.

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

**Comment**

No hazards observed accessible to children on this date.

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

Correction Deadline: 1/30/2020

Corrected on 9/15/2020

.26(4) - Corrected.

Correction Deadline: 2/9/2020

Corrected on 9/15/2020

.26(6) - Playground was observed to be in good repair.

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<b>Health and Hygiene</b>
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591-1-1-.10 Diapering Areas & Practices(CR) Met

Correction Deadline: 1/30/2020

Corrected on 9/15/2020

.10(4) - Corrected.

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

**Comment**

Proper hand washing of children and staff was discussed with the director on this date.

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

**Comment**

The Provider currently does not dispense/administer medication.

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<b>Policies and Procedures</b>
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591-1-1-.21 Operational Policies & Procedures Met

Correction Deadline: 2/4/2020

Corrected on 9/15/2020

.21(3) - Emergency drills were observed to be current.

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<b>Safety</b>
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591-1-1-.11 Discipline(CR) Met

**Comment**

The center's discipline policy was reviewed on this date. Regulations regarding proper discipline were discussed with the director on this date.

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

**Comment**

Center does not provide routine transportation.

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<b>Sleeping &amp; Resting Equipment</b>
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591-1-1-.30 Safe Sleeping and Resting Requirements(CR) Met

Correction Deadline: 1/30/2020

Corrected on 9/15/2020

.30(1)(b)3 - Corrected.

Correction Deadline: 9/15/2020

Corrected on 9/15/2020

.30(1)(d) - Discussed rules regarding mixed ratios during naptime.

<b>Staff Records</b>
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**Records Reviewed: 14**

**Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Staff # 2	Met
Staff # 3	Met
Staff # 4	Met
Staff # 5	Met
Staff # 6	Met
Staff # 7	Met
Staff # 8	Met
Staff # 9	Met
Staff # 10	Met
Staff # 11	Met
Staff # 12	Met
Staff # 13	Met
Staff # 14	Met

**Staff Credentials Reviewed: 2**

<b>591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)</b>	<b>Met</b>
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**Comment**

Criminal record checks were observed to be complete.

<b>591-1-1-.31 Staff(CR)</b>	<b>Met</b>
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Correction Deadline: 7/23/2020

Corrected on 9/15/2020

.31(13) - Transportation is no longer being provided by the center at this time.

<b>Staffing and Supervision</b>
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**Finding**

591-1-1-.32(1) requires the Center to maintain the required Staff:child ratios as follows: under 1 year or under 18 months if not walking = 1:6; 1 year and walking = 1:8; 2 years = 1:10; 3 years = 1:15; 4 years = 1:18; 5 years = 1:20; and 6 years and older = 1:25. A Center must establish groupings of children for care with maximum group sizes as follows: under 1 year = 12; under 18 months/not walking = 12; 1 year and walking = 16; 2 years = 20; 3 years = 30; 4 years = 36; 5 years = 40; and 6 years and older = 50. It was determined based on observation that there was a staff:child ratio of 1:12 one-year-old children in Room 1R in the downstairs suite and a ratio of 1:15 two-year-old children in Room 3L in the downstairs suite during naptime.

**POI (Plan of Improvement)**

The Center will hire additional Staff or reschedule current Staff to meet required Staff:child ratios and will organize children into groups that meet requirements.

**Correction Deadline: 9/15/2020**

**Recited on 9/15/2020**

**Comment**

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