



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: 9/21/2017 **VisitType:** LS POI Follow Up **Arrival:** 12:45 PM **Departure:** 4:50 PM

CCLC-45992

Doctor Daycare Inc.

2264 Childress Dr. SW Atlanta, GA 30311 Fulton County
 (404) 344-4777 doctordaycare@gmail.com

Regional Consultant

Lajuana Williams

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Mailing Address

Same

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.
09/21/2017	LS POI Follow Up	Good Standing	
08/04/2017	Complaint Closure	Good Standing	
07/17/2017	Complaint Investigation Follow Up	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
I	A		0	0	C	18	C	NA	NA	Not In Use
I	B	Infants	1	5	C	8	C	NA	NA	Nap, Floor Play
I	C	One Year Olds	1	6	C	20	C	NA	NA	Nap
I	D	Two Year Olds	1	7	C	8	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 54			Total Capacity @25 sq. ft.: 0							
II	A		0	0	C	4	C	NA	NA	Not In Use
II	B		0	0	C	5	C	NA	NA	Not In Use
II	C	Three Year Olds	1	6	C	13	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 22			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 24			Total Capacity @35 sq. ft.: 76			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
I	PGR	96	C
II	PGR	38	C

Comments

Plan of Improvement: Developed This Date 09/21/2017

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.



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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.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.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)

Sydney Smith, Program Official

Date

Lajuana Williams, Consultant

Date



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Findings Report

Date: 9/21/2017 **VisitType:** LS POI Follow Up **Arrival:** 12:45 PM **Departure:** 4:50 PM

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The following information is associated with a LS POI Follow Up:

Activities and Equipment

591-1-1-.03 Activities

Technical Assistance

Technical Assistance

591-1-1-.03(2) - Please ensure current lesson plans are available in the classroom for each group.

Correction Deadline: 9/21/2017

Correction Deadline: 8/4/2017

Corrected on 9/21/2017

.03(9) - Previous cite corrected. Please ensure that rough housing, wrestling or any other engagement in inappropriate play is not allowed.

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

Met

Comment

Discussed-Rotation Support Disinfecting

Comment

591-1-1-.12(4) - Equipment secured.

Correction Deadline: 9/21/2017

591-1-1-.35 Swimming Pools & Water-related Activities(CR)

N/A

Comment

No Swimming Activities Provided

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 2

Child # 1

Not Met

"Missing/Incomplete Components"

.08(1)-Allergies and Disabilities

Records Reviewed: 5

Records with Missing/Incomplete Components: 2

Child # 2	Met
Child # 3	Met
Child # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Allergies and Disabilities	
Child # 5	Met

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

Not Met

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 the observation of children records that allergy/medical was missing was in two of five children records observed.

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: 9/21/2017

	Facility
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591-1-1-.19 License Capacity(CR)

Met

Comment

Licensed Capacity Routinely Met

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

Not Met

Comment

Reminder-Keep Hazards Inaccessible

Finding

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that one of the wood boards on the lower portion of the deck was missing leaving a portion of the crawl space accessible.

POI (Plan of Improvement)

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

Correction Deadline: 9/21/2017

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

Discussed-Fluff/Redistribute Surface

Comment

Please ensure any accumulation of pine cones and weeds are removed from the play area.

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)**Not Met****Comment**

Discussed-Labeling "Diapering Only"

Comment

Staff Stated Proper Knowledge

Finding

591-1-1-.10(3) requires Center Staff to change diapers in the child's own crib or on a diaper changing surface that is used for no purposes other than changing diapers and other clothing in each room where infants or any other children wearing diapers are served. It was determined based on observation that the diaper changing surface was cracked.

POI (Plan of Improvement)

The Center will ensure Staff are trained regarding specifically where to change diapers and clothing in each room housing children who are wearing diapers.

Correction Deadline: 9/21/2017

591-1-1-.17 Hygiene(CR)**Met****Comment**Staff stated proper knowledge.

591-1-1-.20 Medications(CR)**Technical Assistance****Comment**

Medicine was not dispensed.

Technical Assistance

591-1-1-.20(5) - Please ensure unused medication is returned to the parents or discarded.

Correction Deadline: 9/21/2017

Policies and Procedures

591-1-1-.29 Required Reporting**Met****Correction Deadline: 8/4/2017****Corrected on 9/21/2017****.29(3) - Discussed reporting requirements. Center will report within 24 hours.****Safety**

591-1-1-.05 Animals**N/A****Comment**No Animals Kept

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

Observed-Positive Learning Environment

Comment

No Field Trips at This Time

591-1-1-.36 Transportation(CR)**Not Met****Comment**

Paperwork discussed

Comment

Vehicle had fire extinguisher and first aid kit

Finding

591-1-1-.36(4)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, taillights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Center or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined based on the observation of transportation documentation that there was no vehicle inspection on file.

POI (Plan of Improvement)

The Center will obtain the annual vehicle inspection.

Correction Deadline: 9/26/2017

Finding

591-1-1-.36(7)(a) requires that each vehicle contains current information including: the full names of all children to be transported, each child's pick-up location, pick-up time, delivery location, alternate delivery location if a Parent is not at home and name of person authorized to receive each child. In addition, the vehicle shall contain current information identifying the Center's name, telephone number and the name of the driver of the vehicle. It was determined based on the observation of transportation checklists of and undetermined dates that dates, and pick up location , pick up times and delivery was missing for three public schools and home transportation conducted using school transportation checklists.

POI (Plan of Improvement)

The Center will ensure that the Center's information and the children's information is included on each vehicle.

Correction Deadline: 9/22/2017

Finding

591-1-1-.36(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Center, and the last stop during transportation to home or school. The responsible person on the vehicle shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; sign the passenger transportation checklist (s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was determined based on the observation of home transportation on two undetermined dates in September that a first and second of the vehicle was not conducted. Additionally, it was determined that staff did not sign the checklist to indicate that the vehicle had been checked and no children had been left on the vehicle nor did a second staff sign the checklist indicating that a second check had been conducted and children had not been left on the vehicle.

POI (Plan of Improvement)

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

Correction Deadline: 9/22/2017

Finding

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on the observation of home transportation on two undetermined dates in September that a first and second of the vehicle was not conducted. Additionally, it was determined that staff did not sign the checklist to indicate that the vehicle had been checked and no children had been left on the vehicle nor did a second staff sign the checklist indicating that a second check had been conducted and children had not been left on the vehicle.

POI (Plan of Improvement)

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

Correction Deadline: 9/21/2017

Sleeping & Resting Equipment

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

Not Met

Finding

591-1-1-.30(1)(a)3 requires that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. It was determined based on observation that the infant sheets were not tight fitting in that the sheets were too big and instead of being smooth fitting, wrinkles were observed on the surface of the sheets.

POI (Plan of Improvement)

The center will ensure that each crib has an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant.

Correction Deadline: 9/21/2017

Staff Records

Records Reviewed: 7

Records with Missing/Incomplete Components: 1

Staff # 1 Met
Date of Hire: 10/03/2016

Staff # 2 Met
Date of Hire: 06/12/2017

Staff # 3 Not Met
Date of Hire: 08/21/2017

"Missing/Incomplete Components"
.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 4 Met
Date of Hire: 09/02/2016

Staff # 5 Met
Date of Hire: 10/15/2013

Records Reviewed: 7

Records with Missing/Incomplete Components: 1

Staff # 6

Met

Date of Hire: 08/03/2016

Staff # 7

Met

Date of Hire: 10/12/2009

Staff Credentials Reviewed: 7

591-1-1-.09 Criminal Records Check(CR)

Met

Comment

Criminal Records Check complete

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

Met

Comment

Observed-50% Certified First Aid & CPR

Comment

Observed-Center/Vehicle Kits Complete

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

Met

Comment

591-1-1-.31(13) - The center was compliant with the laws and regulations.

Correction Deadline: 9/21/2017

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Met

Comment

Observed-Appropriate Staff:Child Ratios

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

Met

Correction Deadline: 8/4/2017

Corrected on 9/21/2017

.32(7) - Previous cite corrected. Adequate supervision was observed this date.