



**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:** 7/30/2019 **VisitType:** Monitoring Visit

**Arrival:** 11:15 AM

**Departure:** 2:50 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

Phone: (770) 357-7074

Fax: (770) 357-7073

lajuana.williams@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
07/30/2019	Monitoring Visit	Good Standing
02/22/2019	Licensing Study	Good Standing
11/13/2018	Complaint Closure	Good Standing

**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.

**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	Two Year Olds	1	3	C	18	C	NA	NA	Nap
I	A		0	0	C	18	C	NA	NA	Not In Use
I	B		0	0	C	8	C	NA	NA	Not In Use
I	B		0	0	C	8	C	NA	NA	Not In Use
I	C		0	0	C	20	C	NA	NA	Not In Use
I	C		0	0	C	20	C	NA	NA	Not In Use
I	D		0	0	C	8	C	NA	NA	Not In Use
I	D		0	0	C	8	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 108						Total Capacity @25 sq. ft.: 0				
II	A		0	0	C	4	C	NA	NA	Not In Use
II	A	Two Year Olds	1	3	C	4	C	NA	NA	Nap
II	B		0	0	C	5	C	NA	NA	Not In Use
II	B		0	0	C	5	C	NA	NA	Not In Use
II	C		0	0	C	13	C	NA	NA	Not In Use
II	C		0	0	C	13	C	NA	NA	Not In Use
II	Modular	Three Year Olds and Four Year Olds	1	3	C	22	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 66						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 9			Total Capacity @35 sq. ft.: 174			Total Capacity @25 sq. ft.: 0				

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

**Comments**

Plan of Improvement: Developed This Date 07/30/2019

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.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)

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Sydney Smith, Program Official

Date

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Lajuana Williams, Consultant

Date



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### Findings Report

**Date:** 7/30/2019    **VisitType:** Monitoring Visit    **Arrival:** 11:15 AM    **Departure:** 2:50 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**

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 routinely met by center.

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

**Met**

**Comment**

No hazards observed accessible to children on this date.

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

**Met**

**Correction Deadline: 8/3/2018**

**Corrected on 7/30/2019**

**.26(4) - Previous cite corrected. Please ensure gates are maintained closed.**

**Correction Deadline: 8/3/2018**

**Corrected on 7/30/2019**

**.26(9) - Previous cite corrected. It was discussed that the play area was not currently in use. It was discussed that sensory activities and chalk was used on the area between the deck and the modular. Please ensure that the gate maintained closed and any items near the storage area beneath the building are moved and that gate is maintained closed.**

## Food Service

591-1-1-.15 Food Service & Nutrition

Met

Correction Deadline: 2/22/2019

Corrected on 7/30/2019

.15(5) - Previous cite corrected.

## Health and Hygiene

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

Met

**Comment**

Hand washing requirements for diapering were discussed with the director on this date.

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

Met

**Comment**

Staff stated proper knowledge.

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

N/A

**Comment**

The Provider currently does not dispense/administer medication.

## Policies and Procedures

591-1-1-.21 Operational Policies & Procedures

Not Met

**Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on observation that a lock down had not be in conducted in the last six months.

**POI (Plan of Improvement)**

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 7/30/2019

Recited on 7/30/2019

## 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)

Defer

**Defer**

591-1-1-.36(3)(a-b)-Currently there was no transportation. Transportation will be reviewed on the next visit.

**POI (Plan of Improvement)**

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

Correction Deadline: 11/13/2018

**Defer**

591-1-1-.36(7)(c)-Currently there was no transportation. Transportation will be reviewed on the next visit.

**POI (Plan of Improvement)**

The Center will maintain a passenger checklist as required.

**Correction Deadline: 11/13/2018**

**Defer**

591-1-1-.36(7)(c)1-Currently there was no transportation. Transportation will be reviewed on the next visit.

**POI (Plan of Improvement)**

The Center will ensure that each child is listed individually by first and last name on the checklist.

**Correction Deadline: 11/13/2018**

**Defer**

591-1-1-.36(7)(c)2.-Currently there was no transportation. Transportation will be reviewed on the next visit.

**POI (Plan of Improvement)**

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

**Correction Deadline: 11/13/2018**

**Defer**

591-1-1-.36(7)(c)3.-Currently there was no transportation. Transportation will be reviewed on the next visit.

**POI (Plan of Improvement)**

The Center will ensure that each time of arrival and departure is documented by the driver or designated person with training, review and monitoring.

**Correction Deadline: 11/13/2018**

**Defer**

591-1-1-.36(7)(d)1.-Currently there was no transportation. Transportation will be reviewed on the next visit.

**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: 11/13/2018**

**Defer**

591-1-1-.36(7)(d)2.-Currently there was no transportation. Transportation will be reviewed on the next visit.

**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: 11/13/2018**

**Sleeping & Resting Equipment**

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

**N/A**

**Comment**

There were currently no infants in care. .

**Staff Records**

**Records Reviewed: 4**

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

Staff # 1 Date of Hire: 08/31/2018	Met
Staff # 2 Date of Hire: 05/07/2018	Met
Staff # 3 Date of Hire: 12/18/2017 <u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	Not Met
Staff # 4 Date of Hire: 08/02/2016	Met

**Staff Credentials Reviewed: 2**

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<b>591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)</b>	<b>Not Met</b>
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**Comment**

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

**Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on observation that a part time staff person/caterer was observed on site in a classroom with children. A letter for the staff person was associated with another center with an as of date in 2017. A portability request was not submitted.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will review rules to ensure CRC rules are maintained.

**Correction Deadline: 7/30/2019**

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<b>591-1-1-.14 First Aid &amp; CPR</b>	<b>Met</b>
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**Correction Deadline: 3/24/2019**

**Corrected on 7/30/2019**  
**.14(1) - Previous cite corrected.**

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<b>591-1-1-.33 Staff Training</b>	<b>Defer</b>
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**Defer**

591-1-1-.33(5)-The center now has most of the meals catered. Please ensure a health inspection from the Health Department is maintained for the caterer. It was discussed that if any staff is cooking any part of the meals that 4 hrs of nutrition training would be required.

**POI (Plan of Improvement)**

The Center will schedule food preparation training, as required, and follow up to ensure the training is completed.

**Correction Deadline: 3/24/2019**

**Defer**

591-1-1-.33(6)-Training will be evaluated on the licensing 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: 3/24/2019**

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Comment**

591-1-1-.31(1)- Discussed that the Director must be on site at least 80% of time and responsible for the day to day operation of the center. Please ensure the Director is on site during visits from the Department.

**Correction Deadline: 7/30/2019**

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<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

Discussed proper supervision: responding promptly, bathrooms and playgrounds.