



**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: 2/11/2019 **VisitType:** Monitoring Visit **Arrival:** 12:00 PM **Departure:** 2:30 PM

CCLC-45994

Chapman's Learning Center, LLC

29 West Poplar Street McRae Helena, GA 31055 Telfair County
(229) 868-6514 miachapman1@yahoo.com

Regional Consultant

Jackqueline Frederick

Phone: (229) 386-3247

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jackqueline.frederick@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

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.
02/11/2019	Monitoring Visit	Good Standing	
09/25/2018	Licensing Study	Good Standing	
03/14/2018	Licensing Study	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	2	7	C	9	C	NA	NA	Nap
Main	B	Two Year Olds	1	3	C	9	C	NA	NA	Nap
Main	C	One Year Olds and Two Year Olds	1	6	C	9	C	NA	NA	Nap
Main	D	Two Year Olds	1	3	C	8	C	NA	NA	Nap
Main	E	Two Year Olds	1	5	C	8	C	NA	NA	Nap
Main	F	Infants and One Year Olds and Two Year Olds	2	13	C	17	C	NA	NA	Nap
Main	G	Three Year Olds and Four Year Olds	2	15	C	17	C	23	C	Nap
Total Capacity @35 sq. ft.: 77						Total Capacity @25 sq. ft.: 83				
Total # Children this Date: 52			Total Capacity @35 sq. ft.: 77			Total Capacity @25 sq. ft.: 83				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	11	C
Main	B	13	C
Main	C	41	C

Comments

The purpose of today's visit is to conduct a monitoring visit.

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.state.ga.us/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.state.ga.us.

- 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.state.ga.us/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

Mia Chapman, Program Official

Date

Jackqueline Frederick, 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)**Met****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****Comment**

Playground observed to be clean and in good repair.

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**

The Provider currently does not dispense/administer medication.

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)**Met****Comment**

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position.

Staff Records**Records Reviewed: 15****Records with Missing/Incomplete Components: 1**

Staff # 1 Met

Date of Hire: 12/20/2016

Staff # 2 Not Met

Date of Hire: 01/24/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 3 Met

Date of Hire: 12/20/2016

Staff # 4 Met

Date of Hire: 12/20/2016

Staff # 5 Met

Date of Hire: 01/29/2019

Staff # 6 Met

Date of Hire: 01/23/2017

Staff # 7 Met

Records Reviewed: 15**Records with Missing/Incomplete Components: 1**

Date of Hire: 12/20/2016

Staff # 8

Met

Date of Hire: 12/20/2016

Staff # 9

Met

Date of Hire: 12/20/2016

Staff # 10

Met

Date of Hire: 12/20/2016

Staff # 11

Met

Date of Hire: 12/11/2017

Staff # 12

Met

Date of Hire: 11/16/2017

Staff # 13

Met

Date of Hire: 07/01/2017

Staff # 14

Met

Date of Hire: 11/14/2016

Staff # 15

Met

Date of Hire: 12/20/2016

Staff Credentials Reviewed: 15**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding**

591-1-1-.09(1)(f) requires the Center to maintain valid evidence of a satisfactory Fingerprint Records Check Determination at the Child Care Learning Center for each Provisional Employee for the duration of employment or residency plus one year, and such paper or electronic evidence must be made immediately available to the Department upon request. It was determined that one employee did not have evidence of a satisfactory fingerprint record on file as required.

POI (Plan of Improvement)

The Center will maintain valid evidence of a satisfactory Fingerprint Records Check Determination for each Provisional Employee for the duration of employment or residency plus one year, and such paper or electronic evidence will be made immediately available to the Department upon request.

Correction Deadline: 2/11/2019**Finding**

591-1-1-.09(1)(g) requires the Center to maintain valid evidence of a satisfactory Comprehensive Records Check Determination at the Child Care Learning Center for the Director and each Employee (including Students-in-Training, Volunteers, independent contractors and residents age 17 and older) for the duration of employment or residency plus one year, and such paper or electronic evidence must be made immediately available to the Department upon request. It was determined that one employee did not have evidence of a comprehensive records check determination letter on file as required.

POI (Plan of Improvement)

The Center will maintain valid evidence of a satisfactory Comprehensive Records Check Determination for the Director and each Employee (including Students-in-Training, Volunteers, independent contractors and residents age 17 and older) for the duration of employment or residency plus one year, and such paper or electronic evidence will be made immediately available to the Department upon request.

Correction Deadline: 2/11/2019

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

Adequate supervision observed on this date.