



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: 5/23/2018 **VisitType:** Licensing Study

Arrival: 9:00 AM

Departure: 12:45 PM

CCLC-46318

Bethesda Christian Academy

390 Bethesda Church Road Lawrenceville, GA 30044 Gwinnett County
(770) 559-1257 kulahc@hotmail.com

Regional Consultant

Tamra Thomas

Phone: (770) 405-7962

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tamra.thomas@dec.al.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.
05/23/2018	Licensing Study	Good Standing	
11/29/2017	Monitoring Visit	Good Standing	
05/26/2017	Monitoring Visit	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 - 1R	Three Year Olds and Four Year Olds	1	13	C	14	C	NA	NA	Circle Time
Main	B - Back Right		0	0	C	21	C	NA	NA	
Main	C - Back	PreK	2	21	C	25	C	NA	NA	Centers
Main	D - 2L	PreK	2	15	C	20	C	NA	NA	Centers
Main	E - 1L - Back		0	0	C	17	C	NA	NA	
Main	F - 1L	One Year Olds and Two Year Olds	1	5	C	14	C	NA	NA	Floor Play, Diapering

Total Capacity @35 sq. ft.: 111

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 54

Total Capacity @35 sq. ft.: 111

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A - Left	26	C
Main	B - Right	83	C

Comments

The provider will review the updated DECAL July 1, 2017 rules and regulation handbook to ensure all forms are updated.

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).



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.

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.

- 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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.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@dec.al.ga.gov

Clarice Ford-Kulah, Program Official

Date

Tamra Thomas, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Technical Assistance

Technical Assistance

591-1-1-.03(1) - The consultant observed in classroom F-1L children were wandering the classroom without being involved in planned activities on this date. The provider will ensure the children are involved in age-appropriate activities.

Correction Deadline: 5/23/2018

Technical Assistance

The provider will ensure current weeks lesson plans are posted in each classroom at the beginning of the week.

Correction Deadline: 5/23/2018

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

Met

Comment

Discussed adding equipment and toys to enhance variety. Th provider will add books and toys to classroom E 1L- Back to ensure a variety of activities can be planned when in use.

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 4

Records with Missing/Incomplete Components: 0

Child # 1

Met

Child # 2

Met

Child # 3

Met

Child # 4

Met

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

The provider will ensure all children present are signed in/out on the arrival and departure records each day.

Correction Deadline: 5/23/2018**Facility****591-1-1-.06 Bathrooms****Met****Comment**

The provider will ensure the bathrooms are cleaned and flushed after each use.

Correction Deadline: 5/23/2018**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)**Not Met****Technical Assistance**

591-1-1-.25(13) - The consultant discussed with the provider to ensure staff bags and purses are kept in inaccessible to the children at all times.

Correction Deadline: 5/23/2018**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 review of records the provider has stained ceilings tiles throughout the center that need to be replaced.

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. The provider stated the center had recent repairs to the roof, but the tiles were not replaced.

Correction Deadline: 5/23/2018**591-1-1-.26 Playgrounds(CR)****Met****Correction Deadline: 12/9/2017****Corrected on 5/23/2018**

Correction of the previous citation. The provider has added mulch to the fall zones on this date. The provider will ensure the mulch is re-fluffed and redistributed after the rain on this date.

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

Comment

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk
5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk
2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

591-1-1-.18 Kitchen Operations**Technical Assistance****Technical Assistance**

The provider will ensure the freezer is maintained at below zero to meet DECAL requirements.

Correction Deadline: 5/23/2018

Health and Hygiene

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

591-1-1-.10 - The consultant observed the staff not wash hands before diapering. The provider stated the lead teacher was out, and the substitute staff will receive further training on diapering procedures and practices.

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

Staff were observed to remind children to wash hands.

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

Discussed proper medication documentation and procedures.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Technical Assistance****Technical Assistance**

591-1-1-.21(3) - The consultant provided the staff a updated emergency drill form to include a lockdown drill and review of emergency plan procedures.

Correction Deadline: 5/28/2018

Safety

591-1-1-.05 Animals**Met****Comment**

Center does not keep animals on premises.

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

Age-appropriate discussion and/or redirection observed.

591-1-1-.13 Field Trips(CR)**Met****Comment**

Center does not participate in field trips at this time.

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

Complete documentation of transportation observed.

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

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records**Records Reviewed: 10****Records with Missing/Incomplete Components: 1**

Staff # 1	Met
Date of Hire: 02/15/2011	
Staff # 2	Met
Date of Hire: 10/08/2008	
Staff # 3	Met
Date of Hire: 04/11/2016	
Staff # 4	Met
Date of Hire: 01/07/2010	
Staff # 5	Not Met
Date of Hire: 07/01/2014	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 6	Met
Date of Hire: 07/14/2017	
Staff # 7	Met
Date of Hire: 07/24/2014	
Staff # 8	Met
Date of Hire: 10/10/2009	
Staff # 9	Met
Date of Hire: 09/25/2009	
Staff # 10	Met

Date of Hire: 09/30/2016

Staff Credentials Reviewed: 10**591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

Criminal records checks were observed to be complete.

591-1-1-.14 First Aid & CPR**Not Met****Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records a staff hired July 1, 2014 did not have current first aid/cpr on this date.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 6/22/2018**591-1-1-.33 Staff Training****Met****Correction Deadline: 12/29/2017****Corrected on 5/23/2018**

Correction of the previous citation. The provider had current health and safety training on file for each staff on this date.

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)**Not Met****Finding**

591-1-1-.32(7) requires that children be supervised at all times and that the persons supervising in the child care area be alert, able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the chaperones and Students-in-Training, and provide timely attention to the children's actions and needs. It was determined based on observation classroom F-1L staff went into the laundry room and closed the door to obtain diapering supplies leaving the children in care unsupervised.

POI (Plan of Improvement)

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times. The provider will ensure the diapering supplies are easily accessible at the diapering table to prevent the staff from leaving the room.

Correction Deadline: 5/23/2018