



**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:** 9/4/2018    **VisitType:** Monitoring Visit    **Arrival:** 10:20 AM    **Departure:** 12:30 PM

**CCLC-46318**

**Bethesda Christian Academy**

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

**Regional Consultant**

LaQuita Clark

Phone: (706) 497-1536

Fax: (706) 688-0418

jennifer.taylor@dec.al.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★

<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.
09/04/2018	Monitoring Visit	Good Standing	
05/23/2018	Licensing Study	Good Standing	
11/29/2017	Monitoring Visit	Good Standing	
			<b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.
			<b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.
			<b>Deficient</b> - 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
Main	A - 1R	Two Year Olds and Three Year Olds	1	10	C	14	C	NA	NA	Centers
Main	B - Back Right		0	0	C	21	C	NA	NA	
Main	C - Back	PreK	2	19	C	25	C	NA	NA	Centers
Main	D - 2L	PreK	2	21	C	20	NC	NA	NA	Centers
Main	E - 1L - Back		0	0	C	17	C	NA	NA	
Main	F - 1L	Infants and One Year Olds	1	5	C	14	C	NA	NA	Floor Play, Music
Total Capacity @35 sq. ft.: 111			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 55			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 purpose of this visit was to conduct a monitoring visit and to follow up on the previous visit from May 2018.  
 A one-day letter was left on this date.

Plan of Improvement: Developed This Date 09/04/2018

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/RuleAndRegulations.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.

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#### 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](mailto: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.

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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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Clarice Ford-Kulah, Program Official

Date

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LaQuita Clark, 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**

Equipment and furniture observed to be properly secured, as applicable.

**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.

**Correction Deadline: 5/23/2018**

**Corrected on 9/4/2018**

**.25(3) - Previous citation has been corrected in that the ceiling tiles were observed to be replaced as necessary.**

**591-1-1-.26 Playgrounds(CR)** **Not Met**

**Technical Assistance**

591-1-1-.26 - Playground observed following rain. The consultant discussed with the director to replace the mulch as necessary beneath climbing/play equipment on the Right playground. Recover tree roots on both playgrounds.

**Finding**

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined, based on observation, that the double gates facing the parking lot on the Left Playground had a gap at the bottom measuring approximately six inches posing a potential entrapment hazard. It was further determined, that the right corner of the fence on the Left Playground had a gap measuring approximately five inches posing a potential entrapment hazard.

**POI (Plan of Improvement)**

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

**Correction Deadline: 9/7/2018**

**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

**Health and Hygiene****591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Proper diapering procedures observed.

**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**

The director stated that medication has not been administered or dispensed since the previous visit.

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

Age-appropriate discussion and/or redirection observed.

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

Complete documentation of transportation observed. The vehicle was observed in good repair with a working fire extinguisher and complete first aid kit.

**Sleeping & Resting Equipment**

**Comment**

Safety approved cribs were observed.

**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: 07/31/2018	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 6	Met
Date of Hire: 07/24/2014	
Staff # 7	Met
Date of Hire: 10/10/2009	
Staff # 8	Met
Date of Hire: 08/22/2018	
Staff # 9	Met
Date of Hire: 09/25/2009	
Staff # 10	Met
Date of Hire: 09/30/2016	

**Staff Credentials Reviewed: 10**

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**591-1-1-.09 Criminal Records Check(CR)****Not Met****Comment**

Criminal records checks were observed to be complete. The director provided one files for staff hired since the previous visit. The consultant discussed with the director the proposed rule changes effective October 1, 2018:

- local background checks will no longer be accepted
- all staff must have at least a satisfactory determination letter on file prior to being present at the facility
- any staff member solely responsible for children must have a Comprehensive satisfactory determination letter on file. Staff members with a satisfactory determination letter must be under the direct and continuous supervision of an employee with a comprehensive satisfactory determination letter
- a new comprehensive background check must be run for anyone who has had a lapse of employment in the child care industry that lasts 6 months or longer
- letters will only be accepted at a new facility if they are "ported" electronically through Decal Koala

**Finding**

591-1-1-.09(1)(d) requires each Employee and Center Director hired on or after January 1, 2014 to have a satisfactory Fingerprint Records Check Determination with a Records Check Clearance date that is within 12 months of their hire date. In order for the Department to issue a satisfactory Fingerprint Records Check Determination, each Employee and Director must submit both a Fingerprint Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined, based on review of files, that a staff member hired July 31, 2018, had a satisfactory determination letter dated beyond the 12 months preceding hire.

**POI (Plan of Improvement)**

The Center will ensure that each director and employee hired after January 1, 2014 has a satisfactory Fingerprint Records Check Determination dated within 12 months of the hire date and will submit the required documents to obtain the determination if they have not already done so.

**Correction Deadline: 9/5/2018**

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**591-1-1-.14 First Aid & CPR****Met****Correction Deadline: 6/22/2018****Corrected on 9/4/2018**

**.14(2) - Previous citation has been corrected in that current documentation of first aid and CPR was observed on file for all staff.**

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**591-1-1-.33 Staff Training****Met****Comment**

Documentation observed of required staff training.

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

Staff observed to be compliant with applicable laws and regulations.

<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. The consultant provided the director with a copy of the parental agreement forms for mixing two and three-year-old children.

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**591-1-1-.32 Supervision(CR)****Met****Correction Deadline: 5/23/2018****Corrected on 9/4/2018**

**.32(7) - Previous citation has been corrected in that appropriate supervision was observed to be provided.**