



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: 1/23/2019 **VisitType:** Licensing Study **Arrival:** 12:30 PM **Departure:** 5:45 PM

CCLC-47665

TOTally Kids Childcare

2428 Wheelless Road Augusta, GA 30906 Richmond County
 (706) 798-5202 tanksley.cynthia@yahoo.com

Regional Consultant

Keshia Hayward

Phone: (678) 717-5129

Fax: (770) 359-5697

carrie.spangler@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

| <u>Compliance Zone Designation</u> | | | 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. |
|------------------------------------|------------------|---------------|--|
| 01/23/2019 | Licensing Study | Good Standing | |
| 07/23/2018 | Monitoring Visit | Good Standing | |
| 03/20/2018 | POI 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 |
|--------------------------------|------------------------------------|---|--------------------------------|----------|------|-------------------------------|--------------|------------|--------------|-------|
| Building 1 | Front - Room A - Toddler 2 | | 0 | 0 | C | 14 | C | NA | NA | |
| Building 1 | Rear - Room B - Infant - Toddler 1 | | 0 | 0 | C | 8 | C | NA | NA | |
| Total Capacity @35 sq. ft.: 22 | | | Total Capacity @25 sq. ft.: 0 | | | | | | | |
| Building 2 | Room C - Preschool 3 - 4 | Infants and One Year Olds and Two Year Olds | 3 | 8 | C | 22 | C | NA | NA | Nap |
| Total Capacity @35 sq. ft.: 22 | | | Total Capacity @25 sq. ft.: 0 | | | | | | | |
| Building 3 | Room D - School Age | Three Year Olds and Four Year Olds | 2 | 7 | C | 19 | C | NA | NA | Nap |
| Total Capacity @35 sq. ft.: 19 | | | Total Capacity @25 sq. ft.: 0 | | | | | | | |
| Total # Children this Date: 15 | | | Total Capacity @35 sq. ft.: 63 | | | Total Capacity @25 sq. ft.: 0 | | | | |

| Building | Playground | Playground Occupancy | Playground Compliance |
|------------|------------------------|----------------------|-----------------------|
| Building 1 | Infant - Toddler | 52 | C |
| Building 2 | Preschool - School-Age | 34 | C |
| Building 3 | Playground 3 - SA | 20 | C |

Comments

The consultant reminded the owner/provider to attend the webinar scheduled for January 30, 2019 regarding criminal record check requirements and updates.

Building 1 was under construction on this date. Children and staff were in Building 2. The consultant discussed the diaper changing procedures with the owner/director.

Plan of Improvement: Developed This Date 01/23/2019

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.

- 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.decal.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@decal.ga.gov

Cynthia Tanksley, Program Official

Date

Keshia Hayward, 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-.12 Equipment & Toys(CR)

Met

Correction Deadline: 7/23/2018

Corrected on 1/23/2019

.12(2) - Citation corrected in that equipment and furniture were not accessible to children on this date.

Correction Deadline: 7/23/2018

Corrected on 1/23/2019

.12(4) - Citation corrected in that stacked chairs were not observed in classrooms on this date.

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

N/A

Comment

Center does not provide swimming activities.

Facility

591-1-1-.06 Bathrooms

Met

Comment

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

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

Finding

591-1-1-.25(11) requires that floor coverings be tight, smooth, free of odors and washable or cleanable. It was determined based on consultants observation that the vinyl rug was torn in two areas in the Boys bathroom in classroom C.

POI (Plan of Improvement)

Floors will be maintained to be safe and sanitary.

Correction Deadline: 1/23/2019

Recited on 1/23/2019

Finding

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on consultant's observation that a staff members purse was on the floor and in a child's cubby on this date.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 1/23/2019

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 consultants observation that a section of the wall was cut out creating a half inch gap above the fourth crib on the right and a hole was in the lower part of the wall above the wall base on the left side of the toilet in the boys bathroom in classroom C. It was further determined that the wall was peeling behind the sink in the back bathroom, the panel on the left wall in front of the sink was broken exposing sharp edges and a hole was in the wall on the right side leading to the back bathroom in classroom D.

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: 2/6/2019

Recited on 1/23/2019

Finding

591-1-1-.25(8) requires protective caps on all unused electrical outlets within children's reach and requires that electrical outlets in use be made inaccessible to children. It was determined based on consultants observation that unused electrical outlets in a surge protector within children's reach did not have protective caps in classroom C. It was further determined that unused electrical outlets not in use did not have protective caps throughout classroom D.

POI (Plan of Improvement)

The Center will train Staff to check outlets and replace protective caps when needed and identify and monitor how outlets in use are inaccessible to children.

Correction Deadline: 1/23/2019

Recited on 1/23/2019

| | |
|------------------------------------|------------|
| 591-1-1-.26 Playgrounds(CR) | Met |
|------------------------------------|------------|

Correction Deadline: 7/23/2018

Corrected on 1/23/2019

.26(4) - Citation corrected in that a temporary net was placed in front of the wooden fence until the fence is replaced to ensure potential hazards are not accessible not children.

| |
|---------------------|
| Food Service |
|---------------------|

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

Comment

Please ensure foods prepared and transported to the center meet the required temperature prior to serving to children.

| |
|---------------------------|
| Health and Hygiene |
|---------------------------|

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

591-1-1-.10(4) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined based on consultant's observation that the diaper changing pad was torn on the corners exposing foam in classroom C.

POI (Plan of Improvement)

The Center will ensure there is a smooth, nonporous changing surface that has a guard or rails for safety in each classroom that houses children wearing diapers. Center Staff will be trained and have adequate supplies to properly clean the diaper changing surface between each diaper change.

Correction Deadline: 1/23/2019

591-1-1-.17 Hygiene(CR)**Not Met****Finding**

591-1-1-.17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on consultants observation that Classroom D did not have warm water on this date.

POI (Plan of Improvement)

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

Correction Deadline: 1/23/2019**Finding**

591-1-1-.17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined based on consultants observation that Classroom D did not have warm water on this date.

POI (Plan of Improvement)

The Center will ensure liquid soap and warm running water are available for handwashing, train Staff on the handwashing requirements, review the requirements with Staff periodically, and monitor handwashing.

Correction Deadline: 1/23/2019

591-1-1-.20 Medications(CR)**Not Met****Finding**

591-1-1-.20(4) requires the Center to keep medication in a cabinet or container that is locked or otherwise not accessible to the children and to be stored separate from cleaning chemicals, supplies or poisons. Medications requiring refrigeration shall be placed in a leak-proof container in a refrigerator that is not accessible to the children. It was determined based on consultants observation that a bottle of Ibuprofen, Mucinex, and Tylenol were in children's book bags in the cubbies.

POI (Plan of Improvement)

The Center will train Staff on the safe and proper storage of medication and monitor to ensure that the rule is met.

Correction Deadline: 1/23/2019

| |
|---------------|
| Safety |
|---------------|

591-1-1-.05 Animals**N/A****Comment**

Center does not keep animals on premises.

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

Staff were observed to maintain a positive learning environment on this date.

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

591-1-1-.36(4)(b) requires that the interior of a transportation vehicle be clean, in safe repair and free of hazardous items, objects and/or other non-essential items which could cause injury. It was determined based on consultant's observation that the panels were missing on the inside of the van in the far back left side and middle exposing wires. It was further determined that several jugs of antifreeze were stored in the back of the van.

POI (Plan of Improvement)

The center will maintain that all transportation vehicles are clean, in safe repair, and free from hazards.

Correction Deadline: 1/24/2019**Finding**

591-1-1-.36(4)(c) requires that each vehicle be equipped with a fire extinguisher maintained in working order and kept inaccessible to children. It was determined based on consultant's observation that the fire extinguisher for the brown van was empty on this date.

POI (Plan of Improvement)

The center will ensure that each vehicle has a working fire extinguisher and that the fire extinguisher is kept out of reach of children.

Correction Deadline: 1/23/2019**Sleeping & Resting Equipment****591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****Comment**

Pleasant naptime environment observed.

Staff Records**Records Reviewed: 22****Records with Missing/Incomplete Components: 5**

Staff # 1

Met

Date of Hire: 06/22/2017

Staff # 2

Met

Date of Hire: 07/21/2017

Staff # 3

Met

Date of Hire: 07/12/2017

Staff # 4 Met

Date of Hire: 05/31/2017

Staff # 5 Met

Date of Hire: 12/10/2018

Staff # 6 Met

Date of Hire: 03/25/2017

Staff # 7 Met

Date of Hire: 08/30/2017

Staff # 8 Not Met

Date of Hire: 10/23/2018

"Missing/Incomplete Components"

.14(2)-CPR missing

Staff # 9 Met

Date of Hire: 09/27/2017

Staff # 10 Not Met

Date of Hire: 12/12/2012

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 11 Met

Date of Hire: 03/12/2018

Staff # 12 Met

Date of Hire: 03/14/2018

Staff # 13 Met

Date of Hire: 03/20/2017

Staff # 14 Met

Date of Hire: 07/21/2017

Staff # 15 Met

Date of Hire: 06/20/2017

Staff # 16 Met

Date of Hire: 10/24/2018

Records Reviewed: 22**Records with Missing/Incomplete Components: 5**

Staff # 17 Met
Date of Hire: 10/10/2018

Staff # 18 Not Met
Date of Hire: 08/12/2012

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 19 Met
Date of Hire: 10/16/2018

Staff # 20 Not Met
Date of Hire: 10/30/2015

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 21 Met
Date of Hire: 07/21/2017

Staff # 22 Not Met
Date of Hire: 01/03/2017

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff Credentials Reviewed: 22

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met

Comment

Criminal record checks were observed to be complete.

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

Correction Deadline: 1/23/2019

Corrected on 1/23/2019

.14(2) - Citation corrected in that new staff completed CPR/First Aid within 90 days of employment as required.

591-1-1-.33 Staff Training Not Met

Correction Deadline: 7/23/2018

Corrected on 1/23/2019

.33(1) - Citation corrected in that documentation of completion of initial center orientation was observed in staff files on this date.

Finding

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on a review of records that three employees with hire dates of August 12, 2012, October 30, 2015 and December 12, 2012, did not complete 10 hours of annual training for calendar year 2018 as required.

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: 2/22/2019

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

Met

Comment

Staff observed to be compliant with applicable laws and regulations.

| |
|---------------------------------|
| Staffing and Supervision |
|---------------------------------|

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

Met

Correction Deadline: 7/23/2018

Corrected on 1/23/2019

.32(4) - Citation corrected in that children under three were housed separate from older children on this date.

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

Met

Comment

Adequate supervision observed on this date.