



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: 6/26/2019 **VisitType:** Complaint Investigation Follow Up **Arrival:** 10:25 AM **Departure:** 12:20 PM

CCLC-48494

Small Wonders Early Learning Center

170 North Hammond Drive Monroe, GA 30655 Walton County
 (770) 267-5023 hillmanwl@yahoo.com

Regional Consultant

Valarie Musselwhite

Phone: (770) 357-9988

Fax: (678) 302-2440

valarie.musselwhite@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.
06/26/2019	Complaint Closure	Good Standing	
06/26/2019	Complaint Investigation Follow Up	Good Standing	
06/17/2019	POI Follow Up	Deficient	

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	One Year Olds	2	10	C	15	C	NA	NA	Diapering
Main	B - 2R	Infants	3	11	C	21	C	NA	NA	Floor Play, Feeding
Main	C - 3R	Two Year Olds	2	10	C	21	C	NA	NA	TV
Main	D - 3L	Four Year Olds and Five Year Olds and Six Year Olds and Over	1	23	C	20	NC	NA	NA	Art
Main	E - 2L	Three Year Olds and Four Year Olds	2	19	C	20	C	NA	NA	Transitioning
Main	F - 1L		0	0	C	15	C	NA	NA	
Total Capacity @35 sq. ft.: 112					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 73					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground - Left Side	21	C
Main	Playground - Right Side	21	C

Comments

Plan of Improvement: Developed This Date 06/26/2019

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.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.

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

FERRIS HILLMAN, Program Official

Date

Valarie Musselwhite, Consultant

Date



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Findings Report

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The following information is associated with a Complaint Investigation Follow Up:

Policies and Procedures

591-1-1-.22 Parental Access

Technical Assistance

Technical Assistance

591-1-1-.22 - The consultant and director discussed ensuring parents and guardians are allowed parent access throughout the center, especially during arrival and departure.

Correction Deadline: 6/26/2019

Safety

591-1-1-.36 Transportation(CR)

Defer

Correction Deadline: 6/17/2019

Corrected on 6/26/2019

.36(4)(f)1. - Correction of previous citation in that the consultant observed all seat belts properly secured and ready for appropriate use.

Defer

591-1-1-.36(7)(c)1- Citation deferred until the center begins routine transportation in August 2019.

POI (Plan of Improvement)

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

Correction Deadline: 5/23/2019

Defer

591-1-1-.36(7)(c)2.- Citation deferred until the center begins routine transportation in August 2019.

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: 5/23/2019

Defer

591-1-1-.36(7)(c)3.- Citation deferred until the center begins routine transportation in August 2019.

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: 5/23/2019

Defer

591-1-1-.36(7)(d)1.- Citation deferred until the center begins routine transportation in August 2019.

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: 5/23/2019

Defer

591-1-1-.36(7)(d)2.- Citation deferred until the center begins routine transportation in August 2019.

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: 5/23/2019

Staff Records

Records Reviewed: 15

Records with Missing/Incomplete Components: 0

Staff # 7

Met

Records Reviewed: 15

Records with Missing/Incomplete Components: 2

Staff # 1

Met

Date of Hire: 02/11/2019

Staff # 2

Met

Date of Hire: 08/27/2018

Staff # 3

Met

Date of Hire: 06/24/2019

Staff # 4

Met

Date of Hire: 01/11/2018

Staff # 5

Met

Date of Hire: 04/12/2004

Staff # 6

Not Met

Date of Hire: 06/05/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 8

Met

Records Reviewed: 15**Records with Missing/Incomplete Components: 2**

Date of Hire: 11/12/2018

Staff # 9

Met

Date of Hire: 06/07/2019

Staff # 10

Met

Date of Hire: 06/17/2019

Staff # 11

Not Met

Date of Hire: 10/01/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 12

Met

Date of Hire: 05/29/2019

Staff # 13

Met

Date of Hire: 05/20/2019

Staff # 14

Met

Date of Hire: 12/10/2018

Staff # 15

Met

Date of Hire: 06/14/2019

Staff Credentials Reviewed: 15

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)**Met****Correction Deadline: 6/17/2019****Corrected on 6/26/2019****.09(1)(a) - Correction of previous citation in that the consultant observed all staff to have comprehensive satisfactory criminal record checks on file.****Correction Deadline: 6/17/2019****Corrected on 6/26/2019****.09(1)(c) - Correction of previous citation in that the consultant observed all staff to have comprehensive satisfactory criminal record checks on file.****591-1-1-.33 Staff Training****Not Met****Finding**

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on a review of records that one staff hired on June 5, 2018 did not obtain the required health and safety orientation training.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates. The consultant and director discussed previously cited staff hired on October 1, 2018 will obtain health and safety training by the previously set deadline of June 28, 2019. The director will ensure all new staff obtain health and safety training within 90 days of hire.

Correction Deadline: 8/16/2019

Recited on 6/26/2019

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

Defer

Defer

591-1-1-.31(2)(c) - Citation deferred until previously assigned deadline of July 31, 2019.

POI (Plan of Improvement)

The Center will review lead teacher records to ensure the required documentation is on file and will obtain and file it if not found.

Correction Deadline: 7/31/2019

Staffing and Supervision

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

Met

Correction Deadline: 6/17/2019

Corrected on 6/26/2019

.32(1) - Correction of previous citation in that the consultant observed adequate ratios in all classrooms.