



**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:** 1/8/2019    **VisitType:** Monitoring Visit    **Arrival:** 11:45 AM    **Departure:** 2:45 PM

**CCLC-48590**

**Onion Sprouts Daycare**

1307 North Street West Vidalia, GA 30474 Toombs County  
(912) 537-7777 lphillips0212@gmail.com

**Regional Consultant**

Connie Boatright

Phone: (912) 544-9701

Fax: (912) 544-9700

connie.boatright@decal.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.  <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.
01/08/2019	Monitoring Visit	Good Standing	
07/16/2018	Licensing Study	Good Standing	
01/05/2018	Initial 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-1st Right	Infants	1	6	C	11	C	NA	NA	Free Play	
Main	B-2nd Right	Three Year Olds and Six Year Olds and Over	1	10	C	19	C	NA	NA	Nap	
Main	C - Second on Left	Two Year Olds	1	12	C	18	C	NA	NA	Nap	
Main	D-Back		0	0	C	26	C	NA	NA	Not In Use	
Main	E - First on Left	One Year Olds	1	6	C	6	C	NA	NA	Nap	
Total Capacity @35 sq. ft.: 80						Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 34			Total Capacity @35 sq. ft.: 80			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	A Left	226	C

**Comments**

This Monitoring Visit is the second regulatory visit for Onion Sprouts Daycare this 2018 - 2019 fiscal year.

The consultant reviewed all staff files and finds that one staff member hired 01-02-2019 has no local or fingerprint criminal records clearance determination letter on file. Additionally, one staff member hired 12-04-2017 has a national fingerprint on file and was observed to be the lead teacher in the infant classroom, providing watchful oversight with no supervision to six children. Additionally, one staff member hired 08-31-2018 has a comprehensive satisfactory fingerprint on file however the center has not ported the CBC to Onion Sprouts. A one-day letter was left with the center director on this date.

The center director stated no medication is administered, no field trips provided and they started providing routine transportation in August 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/Regulations.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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IRMA QUINTERO, Program Official

Date

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Connie Boatright, 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-.03 Activities**

**Met**

**Comment**

The consultant observed a variety of age appropriate activities throughout the center.

**Correction Deadline: 1/8/2019**

**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.

### Children's Records

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

**Not Met**

**Finding**

591-1-1-.08(6) requires the Center to maintain records of a child's daily arrival and departure for the twelve (12) preceding months that the Parent or person(s) authorized by the Parent documents, in written or electronic format, each time the Parent or authorized person drops off and picks up the child. The documentation shall include at least the date, the child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person at the time of arrival and departure. These records shall be made available to the Department in printed or written form upon request. It was determined based on the consultant's observation of the sign in and sign out sheet and child head count in each classroom that six children was present in the infant class was signed in.

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**Correction Deadline: 1/8/2019**

<b>Facility</b>
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**591-1-1-.06 Bathrooms** **Met**

**Comment**

Bathrooms observed to be clean and well maintained.

**Correction Deadline: 7/16/2018**

**Corrected on 1/8/2019**

**.06(6) - The previous citation is observed to be corrected on this date.**

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**591-1-1-.19 License Capacity(CR)** **Met**

**Comment**

Licensed capacity observed to be routinely met by center.

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**591-1-1-.25 Physical Plant - Safe Environment(CR)** **Not Met**

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**Correction Deadline: 7/16/2018**

**Corrected on 1/8/2019**

**.25(13) - The previous citation is observed to be corrected on this date.**

**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 the consultant's observation that one electrical outlet located in the infant classroom under the middle of two front windows did not have the required protective covering.

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**Correction Deadline: 1/8/2019**

**Recited on 1/8/2019**

**591-1-1-.25 Physical Plant-Structural/Mechanical**

**Met**

**Correction Deadline: 7/16/2018**

**Corrected on 1/8/2019**

**.25(19) - The previous citation is observed to be corrected on this date.**

**591-1-1-.26 Playgrounds(CR)**

**Met**

**Comment**

Playground observed to be clean and in good repair.

**Correction Deadline: 7/26/2018**

**Corrected on 1/8/2019**

**.26(6) - The previous citation is observed to be corrected on this date.**

**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 center director stated no medication is administered.

**Organization**

**591-1-1-.16 Governing Body & License**

**Not Met**

**Finding**

591-1-1-.16(b) requires the Director of a Center responsible for its day-to-day operations to have completed a 40-hour director's training course that has been approved by the Department. At a minimum, the subject matter taught at a Director's training course shall cover the areas of administrator competencies that serve as a framework for professional development, which include, but are not limited to, early learning standards, business management, communication, developmentally appropriate practices, professional and leadership development, and advocacy for the Center, Parents, children and Staff. It was determined based on the consultant's review of staff files and the center director's statement, that the center director as of January 2, 2019 has not completed the 40 hours of director training as required.

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**Correction Deadline: 3/1/2019**

**Safety**

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

**Comment**

Center does not keep animals on premises.

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

**Comment**

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

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

**Comment**

Center does not participate in field trips at this time.

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**591-1-1-.36 Transportation(CR)** **Not Met**

**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 the consultant's observation and the center director's statement that no fire extinguishes has been placed on the transportation van as required by policy.

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**Correction Deadline: 1/18/2019**

**Finding**

591-1-1-.36(7)(c) requires the center to use passenger transportation checklists, in a format approved by the Department, to account for each child during transportation. A separate passenger checklist must be used for each vehicle. It was determined based on the consultant's observation and the center director's statement that transportation was provided and no transportation checklist was used the week of December 3 through 7, 2018, December 10 through 14, 2018, December 17 through 21, 2018 and January 7, 2019.

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**Correction Deadline: 1/8/2019**

**Sleeping & Resting Equipment**

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

**Comment**

Discussed SIDS and infant sleeping position.

**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.

Correction Deadline: 7/16/2018

Corrected on 1/8/2019

.30(4) - The previous citation is observed to be corrected on this date.

**Staff Records**

**Records Reviewed: 5**

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

Staff # 1 Not Met

Date of Hire: 01/07/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.24(1)-Evidence of Orientation Missing

Staff # 2 Met

Date of Hire: 08/31/2018

Staff # 3 Met

Date of Hire: 01/05/2018

Staff # 4 Not Met

Date of Hire: 11/17/2017

"Missing/Incomplete Components"

.16(b)-40 Hr. Director Training Missing,.31(1)(b)2.-Director Qualifications-Education Missing

Staff # 5 Met

Date of Hire: 03/05/2018

**Staff Credentials Reviewed: 5**

**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Not Met**

**Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on the consultant's review of all staff files and the center director's statement that one permanent staff member was hired 01-02-2019 and does not have a local criminal background check or a fingerprint clearance determination on file as required.

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**Correction Deadline: 1/8/2019**



**Technical Assistance**

591-1-1-.09(1)(j) - The consultant reviewed all staff files and Koala Outback for a satisfactory comprehensive fingerprint criminal records clearance determination letter on all staff members. One of five staff members had a satisfactory comprehensive fingerprint criminal records clearance determination letter on file however the portability process has not been completed. Additionally, a second staff member had a satisfactory national fingerprint criminal records clearance determination letter on file however the portability process has not been completed. The center director will ensure the portability process is completed by COB 01-09-2019 or have each employee to complete a new fingerprint process by COB 01-09-2019.

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**Correction Deadline: 1/8/2019**

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**591-1-1-.09 Criminal Records Check(CR) Met**

**Correction Deadline: 7/16/2018**

**Corrected on 1/8/2019**

**.09(1)(i) - The previous citation was observed to be corrected on this date.**

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

**Finding**

591-1-1-.33(1) requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task. It was determined based on the consultant's review of all staff files that one of five staff had no proof of completing orientation training on file.

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**Correction Deadline: 1/18/2019**

**Recited on 1/8/2019**

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**Correction Deadline: 8/15/2018**

**Corrected on 1/8/2019**

**.33(3) - The previous citation is observed to be corrected on this date.**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

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**Finding**

591-1-1-.31(1)(b)2 requires the Director to possess at least one of the sets of minimum academic requirements and qualifying child care experience listed in Rule 591-1-1-.31(1)(b)2.(i-xiii). It was determined based upon the consultant's review of all staff files and the center director's statement that the center director as of January 2, 2019 does not meet educational credential requirements.

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**Correction Deadline: 6/1/2019**

**Staffing and Supervision**

**Comment**

Center observed to maintain appropriate staff:child ratios.

**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 the consultant's review of all staff files and the consultant's observation that the lead teacher in the infant classroom was providing sole watchful oversight with no supervision and only has a national satisfactory fingerprint on file and no comprehensive fingerprint on file.

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**Correction Deadline: 1/8/2019**