



**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: 2/15/2019 **VisitType:** Licensing Study **Arrival:** 11:55 AM **Departure:** 1:40 PM

CCLC-48812

Hands on Learning Academy

126 Cecil Street Thomasville, GA 31792 Thomas County
(229) 226-4426 japonicacampbell2002@yahoo.com

Regional Consultant

Cresia Jackson

Phone: (229) 238-2958

Fax: (229) 238-2957

cresia.jackson@dec.al.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.
02/15/2019	Licensing Study	Good Standing	
09/13/2018	Complaint Closure	Good Standing	
09/11/2018	Complaint Investigation & 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	Room A - Front (12 mos - 18 mos)	One Year Olds and Two Year Olds	1	7	C	9	C	NA	NA	Nap, Transitioning				
Main	Room B - 1L (School-Age)	Two Year Olds and Three Year Olds	1	6	C	7	C	NA	NA	Nap, Transitioning				
Main	Room C - Bk L (18 mos - 24 mos)	Infants	1	5	C	5	C	NA	NA	Free Play				
Total Capacity @35 sq. ft.:			21			Total Capacity @25 sq. ft.:			0					
Total # Children this Date: 18			Total Capacity @35 sq. ft.:			21			Total Capacity @25 sq. ft.:			0		

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	19	C

Comments

Plan of Improvement: Developed This Date 02/15/2019

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/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.

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

Japonica Edwards, Program Official

Date

Cresia Jackson, Consultant

Date



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

Findings Report

Date: 2/15/2019 **VisitType:** Licensing Study **Arrival:** 11:55 AM **Departure:** 1:40 PM

CCLC-48812

Hands on Learning Academy

126 Cecil Street Thomasville, GA 31792 Thomas County
(229) 226-4426 japonicacampbell2002@yahoo.com

Mailing Address
Same

Regional Consultant

Cresia Jackson
Phone: (229) 238-2958
Fax: (229) 238-2957
cresia.jackson@dec.al.gov

The following information is associated with a Licensing Study:

Activities and Equipment

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

Comment

Discussed adding equipment and toys to enhance variety.

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) **Not Met**

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 consultant observation that the outlet in the restroom of class B was not covered with a protective cap as requested by agency and accessible to the children in care.

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: 2/15/2019

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

Comment

Playground observed to be clean and in good repair.

Food Service

591-1-1-.15 Food Service & Nutrition**Not Met****Finding**

591-1-1-.15(2) requires that a signed written feeding plan for children less than one (1) year of age shall be obtained from Parent(s) and that instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the child's assigned room and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined based on observation that no feeding plan was posted or available for review of a 4 month old in care.

POI (Plan of Improvement)

The Center Director will develop and implement a plan to obtain and post the completed feeding plan as part of the enrollment process and to have parents update the plans on a regular basis that will include center staff involved with enrollment and those working in the infant classrooms.

Correction Deadline: 2/15/2019**Finding**

591-1-1-.15(5) requires that the Center provide a menu listing all meals and snacks to be served during the current week except for School-age Centers where the food may be provided by the Parent(s) by agreement between the School-age Center and the Parent(s). Substitutions shall be recorded on the posted menu and menus shall be retained at the Center for six (6) months. It was determined based on observation that the center did not have menu's posted or available for review by parents.

POI (Plan of Improvement)

The Center will list all of the current week's meals and snacks and all substitutions on the menu and keep past menus on file for six months and will implement a system to monitor this.

Correction Deadline: 2/15/2019**Finding**

591-1-1-.15(9) requires any portions of food or drink which are served to children or placed on the table for service and are not consumed at that meal or snack by the children to whom the portions are served to be thrown away. Any formula or breast milk remaining one hour from the beginning of the feeding shall be discarded or returned to the Parent(s). It was determined based on observation that food was not thrown out after serving, but stored in the refrigerator uncovered in a pot.

POI (Plan of Improvement)

The Center will train Staff and monitor that food, drink, formula, and breast milk are discarded or returned to Parent(s) as required.

Correction Deadline: 2/15/2019

591-1-1-.18 Kitchen Operations**Met****Comment**

Please ensure that all food items are stored in airtight containers.

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)**Technical Assistance****Technical Assistance**

Consultant discussed with the director the importance of hand washing upon arrival.

Correction Deadline: 2/15/2019

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

Comment

Consultant asked if medication is dispensed. Per director this center currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.22 Parental Access

Met

Correction Deadline: 9/11/2018

Corrected on 2/15/2019

This citation was observed to be correct on this date.

Safety

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

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

Met

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Not Met

Finding

591-1-1-.30(1)(a)3 requires that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. It was determined based on observation that the crib sheets in the infant room were not tight-fitting as required.

POI (Plan of Improvement)

The center will ensure that each crib has an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant.

Correction Deadline: 2/15/2019

Finding

591-1-1-.30(1)(b)3 requires that sheets or similar coverings for cots or mats shall either be marked for individual use or laundered daily. If marked for individual use, they must be laundered weekly or more frequently if needed. It was determined based on observation that the children in Room B did not have a sheet or light covering provided for use.

POI (Plan of Improvement)

The Center will ensure that sheets are marked for individual use or washed daily and that marked sheets are washed at least weekly.

Correction Deadline: 2/15/2019

Staff Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 4

Staff # 1

Not Met

Date of Hire: 05/03/2018

"Missing/Incomplete Components"

Records Reviewed: 5**Records with Missing/Incomplete Components: 4**

.33(5)-10 Hrs. Annual Training,.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 2

Not Met

Date of Hire: 05/03/2018

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training,.33(4)-Food Prep Training Missing 4 hrs.

Staff # 3

Not Met

Date of Hire: 01/28/2019

"Missing/Incomplete Components"

.36(5)-Drivers License Missing,.24(1)-10 Yr. Work History Missing,.24(1)-Address Missing,.24(1)-DOB Missing,.24(1)-Education Experience Missing,.24(1)-Evidence of Orientation Missing,.24(1)-Name Missing,.24(1)-No Record,.24(1)-Phone Number Missing,.24(1)-SSN Missing,.24(1)-Work Experience Missing

Staff # 4

Not Met

Date of Hire: 09/24/2018

"Missing/Incomplete Components"

.36(5)-Drivers License Missing

Staff # 5

Met

Date of Hire: 05/03/2018

Staff Credentials Reviewed: 5**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Consultant asked if there were any newly hired since last visit. Director provided two (2) file(s) for employees hired since last visit.

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**

Adequate supervision observed on this date.

591-1-1-.32 Supervision(CR)**Met****Comment**

Center observed to maintain appropriate staff:child ratios.