



**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:** 7/3/2019    **VisitType:** Initial Licensing Study    **Arrival:** 9:30 AM    **Departure:** 1:30 PM

**CCLC-49165**

**Telamon Corporation The Glennville Center**

111 Oliver Lane Glennville, GA 30427 Tattnall County  
 (912) 386-1163 dhigbee@telamon.org

**Regional Consultant**

Brianne Walters

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Brianne.Walters@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** No

<u>Compliance Zone Designation</u>			<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.
07/03/2019	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	Three Year Olds and Four Year Olds and Five Year Olds	2	13	C	19	C	NA	NA	Free Play
Main	B	Three Year Olds and Four Year Olds and Five Year Olds	2	13	C	16	C	NA	NA	Free Play,Lunch
Main	D		0	0	C	13	C	NA	NA	
Main	E	Infants and One Year Olds	2	7	C	13	C	NA	NA	Lunch
Main	F	One Year Olds	2	6	C	14	C	NA	NA	Lunch
Main	G	Two Year Olds	2	7	C	14	C	NA	NA	Lunch,Nap
Main	H	Two Year Olds	2	6	C	12	C	NA	NA	Lunch
Main	I	Two Year Olds	2	7	C	12	C	NA	NA	Lunch
Total Capacity @35 sq. ft.: 113			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 59			Total Capacity @35 sq. ft.: 113							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	121	C

**Comments**

Permanent license issued 7/19/19 once all licensing documents and information obtained.

Plan of Improvement: Developed This Date 07/03/2019

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.decga.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

You have received permission to operate and the form received with this report is intended to serve as a temporary license which is **valid for thirty(30) days**. Your actual license/ will be emailed to you upon receipt of the licensing fee. You may pay the licensing fee either online at <http://www.decga.gov/> or by certified check or money order mailed to: Bright from the Start, 2 Martin Luther King Jr. Drive SE, Suite 670 East Tower, Atlanta, GA 30334

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@decga.gov](mailto:CCSRefutations@decga.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://decga.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.decga.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@decga.gov](mailto:qualityrated@decga.gov)

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Donya Higbee, Program Official

Date

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Brianne Walters, Consultant

Date



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### Findings Report

**Date:** 7/3/2019 **VisitType:** Initial Licensing Study **Arrival:** 9:30 AM **Departure:** 1:30 PM

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The following information is associated with a Initial Licensing Study:

### Activities and Equipment

**591-1-1-.03 Activities****Met****Comment**

A variety of developmentally appropriate activities were observed in all rooms during the visit. Great conversations and interactions were observed between staff and children during the visit.

**Correction Deadline: 7/3/2019**

**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.

### Children's Records

**Records Reviewed: 4****Records with Missing/Incomplete Components: 0**

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met

**Technical Assistance**

Discussed that the complete addresses of the emergency and persons the child can be released to should be filled in.

**Facility****591-1-1-.06 Bathrooms****Not Met****Comment**

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

**Finding**

591-1-1-.06(4) requires a Center first licensed after March 1, 1991, and Centers that remodel or add to existing plumbing facilities, to have the bathroom area fully enclosed and ventilated to the outside of the building with either an open screened window or functioning exhaust fan and duct system and requires Centers without fully enclosed bathrooms to ensure there is adequate ventilation to control odors and adequate sanitation measures to prevent the spread of contagious diseases. It was determined based on observation that the bathrooms located between Rooms A and B, and in Rooms D, H and I were not fully enclosed when half doors were present.

**POI (Plan of Improvement)**

The Center will fully enclose and bathroom areas as required. Variance request forms were emailed to the director in the event the center wishes to apply for a variance of this rule. The variance form should include details about the ventilation and measures taken to control odors and sanitation measures to prevent the spread of disease and germs.

**Correction Deadline: 8/15/2019**

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

The room capacities were observed met during the visit.

**591-1-1-.25 Physical Plant - Safe Environment(CR)****Met****Comment**

No hazards observed accessible to children on this date.

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

Discussed during the visit: maintaining the fall zone area free of grass. Also discussed that staff should provide a watchful oversight to children when exiting/entering the classrooms doors to the restroom, so that there is no tripping off the cement patios that are sloped and not level or flush with the ground around it.

**Food Service****591-1-1-.15 Food Service & Nutrition****Technical Assistance****Technical Assistance**

Rule 591-1-1-.15(3) requires baby bottles and formula to be labeled with the individual child's name and supplied by the Parent daily in bottles. If formula must be provided by the Center, only commercially prepared, ready-to-feed formula shall be used.

The center provides all formula. Commercially prepared, ready-to-feed formula is always preferred and used, unless unavailable. In the event that it is not available, powder formula is provided and a staff member prepares the bottles each day. The center will submit a variance request for this rule, explaining in detail how the program operates, and how staff ensure that the correct formula is used, mixed appropriately each time and how it is stored, etc.

**Correction Deadline: 7/3/2019**

## Health and Hygiene

### 591-1-1-.10 Diapering Areas & Practices(CR)

Technical Assistance

#### Technical Assistance

The sinks in Rooms D, G, H and I will be inspected to ensure they have running warm water as required.

**Correction Deadline: 7/18/2019**

### 591-1-1-.17 Hygiene(CR)

Technical Assistance

#### Technical Assistance

The bathroom sinks in Rooms D, H and I will be inspected to ensure they have running warm water as required.

**Correction Deadline: 7/18/2019**

### 591-1-1-.20 Medications(CR)

Met

#### Comment

Documentation for medication dispensing observed complete.

## Safety

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

Met

#### Comment

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

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

Met

#### Comment

A current/completed inspection was observed for two vehicles used in transporting children this date. The vehicles were observed clean and in good condition with a working fire extinguisher and complete first aid kit. The driver had the required training and valid driver's license. The transportation checklists were observed to have all information and documentation required by the department.

## Sleeping & Resting Equipment

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

Technical Assistance

#### Technical Assistance

Discussed that cots stored in Rooms should be covered while not in use, so that they cannot be touched or contaminated.

#### Comment

Cribs in Rooms E and F had a certificate of compliance to show they were in with Consumer Product Safety Commission (CPSC) and American Society of Testing and Materials International (ASTM) safety standards.

**Correction Deadline: 8/15/2019**

## Staff Records

**Records Reviewed: 34**

**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 12/01/2009

Staff # 2

Met

Date of Hire: 09/25/2017

Staff # 3 Date of Hire: 08/25/2014	Met
Staff # 4 Date of Hire: 05/24/2018	Met
Staff # 5 Date of Hire: 03/16/2000	Met
Staff # 6 Date of Hire: 10/16/2018	Met
Staff # 7 Date of Hire: 04/04/2019	Met
Staff # 8 Date of Hire: 06/14/2019	Met
Staff # 9 Date of Hire: 03/14/2016	Met
Staff # 10 Date of Hire: 08/15/2018	Met
Staff # 11 Date of Hire: 08/15/2018	Met
Staff # 12 Date of Hire: 10/16/2015	Met
Staff # 13 Date of Hire: 05/01/2012	Met
Staff # 14 Date of Hire: 03/20/1998	Met
Staff # 15 Date of Hire: 05/22/2017	Met
Staff # 16 Date of Hire: 05/06/2019	Met
Staff # 17 Date of Hire: 07/02/2019	Met

Staff # 18	Met
Date of Hire: 05/18/2018	
Staff # 19	Met
Date of Hire: 05/06/2015	
Staff # 20	Met
Date of Hire: 04/04/2005	
Staff # 21	Met
Date of Hire: 08/07/1995	
Staff # 22	Met
Date of Hire: 08/07/2002	
Staff # 23	Met
Date of Hire: 08/07/2002	
Staff # 24	Met
Date of Hire: 06/26/2017	
Staff # 25	Met
Date of Hire: 08/01/2012	
Staff # 26	Met
Date of Hire: 05/28/2019	
Staff # 27	Met
Date of Hire: 06/08/1999	
Staff # 28	Met
Date of Hire: 04/09/2002	
Staff # 29	Met
Date of Hire: 10/19/2018	
Staff # 30	Met
Date of Hire: 06/16/2011	
Staff # 31	Met
Date of Hire: 05/28/2019	
Staff # 32	Met
Date of Hire: 03/15/2009	



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**Records Reviewed: 34****Records with Missing/Incomplete Components: 0**

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Staff # 33

Met

Date of Hire: 06/08/1999

Staff # 34

Met

Date of Hire: 04/23/2018

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**Staff Credentials Reviewed: 34**

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

A satisfactory comprehensive determination letter was observed to be on file for 32 current staff members.

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

Evidence observed of over 50% of center staff certified in First Aid and CPR.

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

Discussed that all staff are required to obtain CPR, First Aid, and Health &amp; Safety training within 90 calendar days of hire. In addition, the director and all staff involved in transportation are required to obtain 2 hours of transportation safety training.

Health & Safety, and transportation safety training can be located at: [www.decal.ga.gov/CCS](http://www.decal.ga.gov/CCS) (under "News Topics").**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staffing and Supervision**

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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.

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

Staff were observed to maintain a watchful oversight of children during the visit. A supervision plan was created on this date for diapering and the shape of the playground.