



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: 9/25/2018 **VisitType:** Initial Licensing Study **Arrival:** 9:10 AM **Departure:** 2:00 PM

CCLC-49858

Cook's Kiddie Care, Inc.

1080 Turner Road Madison, GA 30650 Morgan County
 (706) 342-3468 paulettecook@yahoo.com

Regional Consultant

Tamra Thomas

Phone: (770) 405-7962

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tamra.thomas@decals.ga.gov

Mailing Address

Same

Quality Rated: ★

Compliance Zone Designation		
09/25/2018	Initial Licensing Study	Good Standing

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.

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	Infants and One Year Olds	2	9	C	9	C	NA	NA	Floor Play, Diapering
Main	B-1L	Three Year Olds and Four Year Olds	1	8	C	12	C	NA	NA	Centers
Main	C-2L	Two Year Olds	2	8	C	10	C	NA	NA	Circle Time, Diapering
Total Capacity @35 sq. ft.: 31						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 25			Total Capacity @35 sq. ft.: 31			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Playground	A-Inf/toddlers	8	C
Playground	B-Preschool and School-age	36	C

Comments

The purpose of the visit was to conduct a change of ownership initial licensing visit. The provider was issued a temporary license on this date.

The provider will request an updated Fire Marshal Inspection and Septic Tank pumping/maintenance.

12/31/2018 The provider submitted Fire Marshal inspection and Septic tank servicing to have the license issued on this date.

The provider has provided a supervision plan for the route to the playgrounds and a supervision plan to the restroom for classroom B-1st left.

Plan of Improvement: No Plan Developed

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/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.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

Monica Green, Program Official

Date

Tamra Thomas, Consultant

Date



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Findings Report

Date: 9/25/2018 **VisitType:** Initial Licensing Study **Arrival:** 9:10 AM **Departure:** 2:00 PM

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The following information is associated with a Initial Licensing Study:

Activities and Equipment

591-1-1-.03 Activities**Technical Assistance****Technical Assistance**

591-1-1-.03(2) - The consultant observed lesson plans to be posted in each classroom on this date. The consultant discussed with the provider to ensure classroom A ensures the lesson plan is updated for each day in advance to support each developmental area.

Correction Deadline: 9/25/2018

591-1-1-.12 Equipment & Toys(CR)**Technical Assistance****Comment**

A variety of equipment and toys were observed throughout the center.

Technical Assistance

591-1-1-.12(4) - The consultant discussed with the provider to ensure classroom A-1st right ensures the compact refrigerator sitting on the counter is better secured, and in classroom B-1st left the flat screen TV will be secured to ensure the equipment of weight and mass does not pose a tipping over or falling hazard.

Correction Deadline: 9/25/2018

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

Center does not provide swimming activities. The consultant discussed with the provider DECAL swimming requirements, and the provider will contact the regional consultant before swimming activities are provided to ensure all swimming rules and regulations are followed.

Children's Records

Records Reviewed: 3**Records with Missing/Incomplete Components: 0**

Child # 1

Met

Child # 2

Met

Child # 3

Met

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

Met

Correction Deadline: 6/13/2018

Corrected on 9/25/2018

The consultant observed three files to be complete with the required information on this date.

Comment

591-1-1-.08(6) The consultant observed the daily arrival and departure records on this date. The provider stated, the forms are monitored to ensure all children present are signed in and out with the required DECAL information daily.

Correction Deadline: 9/25/2018

Facility

591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

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

Technical Assistance

Technical Assistance

591-1-1-.19(1) - The provider is licensed by DECAL at thirty-one (31) capacity, and there were twenty-five (25) children present on this date. The last fire marshal inspection has a occupancy load of thirty-one (31), and the provider stated the septic tank load capacity was increased, but the paperwork is pending submittal. The provider will follow-up to submit proof of septic tank increase in occupancy load and proof of being pumped within the past five years. The provider will ensure an annual fire marshal inspection is submitted. A temporary license will be issued pending the updated Fire Marshal inspection, and Septic Tank servicing and verification of occupancy load.

Correction Deadline: 9/25/2018

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

Met

Comment

591-1-1-.25(13) The consultant observed hazardous equipment, materials and supplies to be inaccessible to the children on this date.

Correction Deadline: 9/25/2018

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

Not Met

Technical Assistance

591-1-1-.26(3) - The consultant discussed with the provider to ensure the wood hand rails in route to the playground are monitored for splintered wood, and to ensure no protruding nails are present. The provider will submit a supervision plan given the route to the playground is outside of the licensed fenced area.

Correction Deadline: 10/25/2018

Finding

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on consultant observation, playground B Preschool left side fence measured 3.5 inches in height on this date.

POI (Plan of Improvement)

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use. The provider stated, the preschool left side fence will be replaced with a five foot fence.

Correction Deadline: 10/5/2018

Finding

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation, the preschool swings had eight (8) foot fall zone behind the swings, when a eleven (11) foot fall zone is required based on the chain measurements.

POI (Plan of Improvement)

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency. The provider stated, the fence will be moved back three (3) feet to meet the fall zone requirement.

Correction Deadline: 10/5/2018

Food Service

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

Technical Assistance

Comment

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk
5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk
2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA’s website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

Technical Assistance

591-1-1-.15(2) - The consultant discussed with the provider to ensure the infant feeding plans are updated by the parent’s at least every three months, and to ensure the components meet USDA requirements.

Correction Deadline: 9/25/2018

591-1-1-.18 Kitchen Operations

Met

Comment

Kitchen appears clean and well organized.

Health and Hygiene

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

Met

Comment

Proper diapering procedures observed. The consultant observed classroom A-1st right, and classroom C-2nd left to properly diaper children on this date.

591-1-1-.17 Hygiene(CR) **Met**

Comment

Staff were observed to remind children to wash hands, and staff stated the various times children and staff wash hands. The provider has a supervision plan for class B route to the restroom.

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

Comment

The Provider currently does not dispense/administer medication. Discussed with the provider prior to providing medication to ensure all required forms are used, and to notify the regional consultant.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Technical Assistance**

Technical Assistance

591-1-1-.21(3) - The consultant observed fire, tornado and other emergency drills to be conducted in 2018. The provider will ensure the lockdown drill is notated on the form every six months.

Correction Deadline: 9/30/2018

591-1-1-.29 Required Reporting **Met**

Comment

Discussed reporting requirements.

Safety

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

Comment

Center does not keep animals on premises. The consultant discussed with the provider to ensure DECAL rules and regulations are followed pertaining to having animals on the premises.

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

Comment

Staff were observed to maintain a positive learning environment on this date. The consultant discussed with the provider to ensure staff follow DECAL discipline rules and regulations.

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

Comment

Center does not participate in field trips at this time. The consultant discussed with the provider that prior to providing field trips, the provider will contact the regional consultant and ensure all required transportation forms are used.

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

Comment

Center does not provide routine transportation. Discussed with the provider that prior to providing transportation, the provider will contact their regional consultant, complete the required two-hour transportation training and submit a copy of the vehicle inspection report.

Sleeping & Resting Equipment

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

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats/cots were discussed with the director on this date.

Staff Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 1

Staff # 1 Date of Hire: 01/16/2016	Met
Staff # 2 Date of Hire: 07/01/1994	Met
Staff # 3 Date of Hire: 01/07/2008	Met
Staff # 4 Date of Hire: 05/21/2018	Met
Staff # 5 Date of Hire: 03/09/2016 <u>"Missing/Incomplete Components"</u> .31(2)(b)2.-Staff Qualifications-Education Missing	Not Met
Staff # 6 Date of Hire: 07/02/1994	Met

Staff Credentials Reviewed: 6

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

Comment

Criminal records checks were observed to be complete.

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

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training **Defer**

Correction Deadline: 6/13/2018

Corrected on 9/25/2018

The consultant observed documentation of orientation in all staff's files on this date.

Correction Deadline: 6/13/2018

Corrected on 9/25/2018

The consultant observed current staff members who were beyond the first 90 days of employment to have health and safety training on this date.

Defer

591-1-1-.33(4)- The consultant will ensure the staff meets the 2018 annual ten (10) clock hours of training by December 2018.

POI (Plan of Improvement)

Previously Cited: The center will plan and schedule training and follow up to ensure that direct care staff complete the required training.

The Center will plan and schedule training and follow up to ensure that direct care Staff complete the required hours of training in the required subjects.

Correction Deadline: 6/13/2018

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

Not Met

Finding

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on observation of records, the provider has one lead teacher who does not meet the minimum academic requirement.

POI (Plan of Improvement)

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience.

Correction Deadline: 10/12/2018

Staffing and Supervision

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

Met

Comment

Center observed to maintain appropriate staff:child ratios.

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

Met

Comment

Staff observed to provide direct supervision and be attentive to children's needs. The provider has submitted a supervision plan for classroom B-1st left given the route to the restroom is adjacent to the two-year old classroom. The provider has four (4) foot high cubby units creating a wall barrier adjacent to Classroom C preventing access upon transitioning to the restroom and handwashing.