



**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: 5/13/2019 **VisitType:** Monitoring Visit **Arrival:** 1:10 PM **Departure:** 3:30 PM

CCLC-49858

Cook's Kiddie Care, Inc.

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

Regional Consultant

Valarie Musselwhite

Phone: (770) 357-9988

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valarie.musselwhite@decal.ga.gov

Mailing Address

Same

Quality Rated:

Compliance Zone Designation		
05/13/2019	Monitoring Visit	Good Standing
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	7	C	9	C	NA	NA	Nap	
Main	B-1L	Three Year Olds and Four Year Olds	1	8	C	12	C	NA	NA	Nap	
Main	C-2L	Two Year Olds	1	8	C	10	C	NA	NA	Nap	
Total Capacity @35 sq. ft.:			31			Total Capacity @25 sq. ft.:					0
Total # Children this Date: 23			Total Capacity @35 sq. ft.:			Total Capacity @25 sq. ft.:					0

Building	Playground	Playground Occupancy	Playground Compliance

Comments

The consultant and director discussed lead teacher requirements, infant safe sleep, and criminal record check regulations. The consultant left a one-day letter and affidavit. The affidavit is due back to the consultant on or before May 20, 2019.

Plan of Improvement: Developed This Date 05/13/2019

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

Monica Green, Program Official

Date

Valarie Musselwhite, Consultant

Date



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Findings Report

Date: 5/13/2019 **VisitType:** Monitoring Visit **Arrival:** 1:10 PM **Departure:** 3:30 PM

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The following information is associated with a Monitoring Visit:

Activities and Equipment**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) - Please ensure the television is secured in Classroom B.

Correction Deadline: 5/13/2019

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(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on an observation that the two sinks side by side located in Classroom C had a strong smell of sewer when left running for hand washing. It was further determined, that the left sink did not have adequate water pressure.

POI (Plan of Improvement)

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

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

Not Met

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 an observation that the fencing closest to the road on Playground B Preschool measured 3.2 inches in height.

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: 6/14/2019

Recited on 5/13/2019

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: 6/14/2019

Recited on 5/13/2019

Technical Assistance

591-1-1-.26(9) - The consultant and director discussed removing large sticks, ant beds, cleaning the blue toddler swings, and ensuring the grass remains cut on the path to the playground.

Correction Deadline: 5/13/2019

Food Service

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

Not Met

Finding

591-1-1-.15(3) requires baby bottles and formula to be labeled with the individual child's name; supplied by the Parent daily in bottles; and refrigerated at a temperature of forty (40) degrees Fahrenheit or less. Only the current day's formula or breast milk shall be served. If formula must be provided by the Center, only commercially prepared, ready-to-feed formula shall be used. Refrigerated or frozen breast milk shall only be heated or thawed under warm running water or in a container of warm water. It was determined based on staff statements that bottles are warmed using a microwave.

POI (Plan of Improvement)

The Center will train Staff to follow the required procedures, ensure that parents are fully informed, and will review and monitor regularly.

Correction Deadline: 5/13/2019

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)**Not Met****Finding**

591-1-1-.10(2) requires Centers first licensed after March 1, 1991, and Centers that renovate existing plumbing facilities, to have a hand washing sink with running heated water located adjacent to the diapering area. Flush sinks shall not be used for hand washing. Cleansing procedures in other facilities shall be approved by the Department. It was determined based on an observation that the sink adjacent to the diapering area in Classroom C did not have warm running water and the water did not have adequate pressure for hand washing.

POI (Plan of Improvement)

The Center will ensure that a hand washing sink is located adjacent to each diapering area, that flush sinks are not used for handwashing, and that the department has approved cleansing procedures in other facilities, if applicable.

Correction Deadline: 5/31/2019**Technical Assistance**

591-1-1-.10(4) - Please ensure the diapering mats are cleaned underneath and free of dirt and debris.

Correction Deadline: 5/13/2019

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

Staff stated proper knowledge of hand washing procedures that take place throughout the day.

591-1-1-.20 Medications(CR)**N/A****Comment**

The center currently does not dispense or administer medication.

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**

Center does not provide routine transportation.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**Not Met****Technical Assistance**

591-1-1-.30(1)(b)4 - Please ensure all children that use a cot during rest time have a light cover available to them.

Correction Deadline: 5/13/2019**Technical Assistance**

591-1-1-.30(1)(d) - Please ensure cribs are twelve inches apart when they are in use.

Correction Deadline: 5/13/2019**Finding**

591-1-1-.30(2)(c) requires that infants shall not sleep in equipment other than safety-approved cribs, such as, but not limited to, a car safety seat, bouncy seat, highchair, or swing. Infants who arrive at the Center asleep or fall asleep in such equipment, on the floor or elsewhere, shall be transferred to a safety-approved crib. It was determined based on a review of records that two infants were observed sleeping in bouncy seats.

POI (Plan of Improvement)

The Center will only place infants in safe cribs to sleep and will transfer them to a safe crib when the infants are asleep in other equipment.

Correction Deadline: 5/13/2019

Staff Records

Records Reviewed: 10

Records with Missing/Incomplete Components: 4

Staff # 1	Met
Date of Hire: 01/16/2016	
Staff # 2	Met
Date of Hire: 03/02/2019	
Staff # 3	Not Met
Date of Hire: 12/10/2018	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 4	Met
Date of Hire: 07/01/1994	
Staff # 5	Not Met
Date of Hire: 02/01/2017	
<u>"Missing/Incomplete Components"</u>	
.31(2)(b)2.-Staff Qualifications-Education Missing,.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 6	Met
Date of Hire: 01/07/2008	
Staff # 7	Met
Date of Hire: 05/21/2018	
Staff # 8	Not Met
Date of Hire: 05/13/2019	
<u>"Missing/Incomplete Components"</u>	
.24(1)-No Record,.09-Criminal Records Check Missing	
Staff # 9	Not Met
Date of Hire: 03/09/2016	
<u>"Missing/Incomplete Components"</u>	
.31(2)(b)2.-Staff Qualifications-Education Missing	
Staff # 10	Met
Date of Hire: 07/02/1994	

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

Not Met

Finding

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that one staff hired on May 13, 2019 did not have a record check application submitted.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will watch the videos to ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will watch the videos to ensure the CRC rules are maintained.

Correction Deadline: 5/13/2019

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 a review of records that one staff hired on May 13, 2019 did not have a satisfactory criminal record check on file before being present at the center.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will watch the videos 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. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will watch the videos to ensure the CRC rules are maintained.

Correction Deadline: 5/13/2019

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

Not Met

Finding

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on an observation that two staff did not have current First Aid and CPR training on file.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 6/21/2019

591-1-1-.24 Personnel Records

Technical Assistance

Technical Assistance

591-1-1-.24(1) - Please ensure all staff have a personnel file.

Correction Deadline: 5/18/2019

591-1-1-.33 Staff Training

Met

Correction Deadline: 6/13/2018

Corrected on 5/13/2019

.33(4) - Correction of previous citation in that all staff obtained the required ten hours of annual training for 2019.

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 a review of records that two lead teachers did not obtain the required credentials.

POI (Plan of Improvement)

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

Correction Deadline: 8/30/2019

Recited on 5/13/2019

Staffing and Supervision

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

Technical Assistance

Comment

Center observed to maintain appropriate staff:child ratios.

Technical Assistance

591-1-1-.32(4) - Consultant and director discussed older children entering young children's rooms during pick up time.

Correction Deadline: 5/13/2019

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

Met

Comment

Adequate supervision observed on this date.