



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: 7/2/2019 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 9:05 AM **Departure:** 2:25 PM

CCLC-49916

The Chestnut Treehouse II LLC

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Regional Consultant

April Brown

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Mailing Address
 Same

Quality Rated: ★

<u>Compliance Zone Designation</u>			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.
07/02/2019	Complaint Closure	Good Standing	
07/02/2019	Complaint Investigation & Licensing Study	Good Standing	
01/09/2019	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	A-1R- 3's	Three Year Olds and Four Year Olds	1	11	C	21	C	NA	NA	Centers
Main	B-1L-2's	Two Year Olds and Three Year Olds	2	9	C	15	C	NA	NA	Centers
Main	C-1L Back-1's	One Year Olds and Two Year Olds	2	10	C	16	C	NA	NA	Diapering, Free Play
Main	D-2L-Infants	Infants	1	5	C	11	C	NA	NA	Free Play, Nap
Main	E-Back Left-4's	Six Year Olds and Over	1	18	C	23	C	33	C	Transitioning
Main	F-Back Right- 3's & 4's	Four Year Olds and Five Year Olds	2	18	C	24	C	33	C	Free Play

Total Capacity @35 sq. ft.: 110

Total Capacity @25 sq. ft.: 120

Total # Children this Date: 71

Total Capacity @35 sq. ft.: 110

Total Capacity @25 sq. ft.: 120

Building @25 capacity limited by Fire Marshall Limitations

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A	24	C
Main	PG B	94	C
Main	PG C	55	C

Comments

Plan of Improvement: Developed This Date 07/02/2019

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/RuleAndRegulations.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

Jacquelyn Dunn, Program Official

Date

April Brown, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study Visit:

Activities and Equipment

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

Met

Comment

Equipment and furniture observed to be properly secured, as applicable on this date.

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

N/A

Comment

Center does not provide swimming activities. There was no pool on site on this date.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

Met

Comment

Parent authorizations obtained and completed on this date.

Comment

Records were observed to be complete and well organized on this date.

Facility

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

Met

Comment

Licensed capacity observed to be met by the center on this date.

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

Met

Comment

Center appears clean and well maintained on this date.

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

Met

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute as needed.

Comment

Playground observed to be clean and in good repair on this date.

Food Service

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

Met

Comment

Center menu meets USDA guidelines. Children were served turkey meat, black beans, salsa, corn, burritos, peaches and milk for lunch on this date.

591-1-1-.18 Kitchen Operations

Met

Comment

Kitchen appears clean and well organized on this date.

Health and Hygiene

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

Met

Comment

Proper diapering procedures observed on this date.

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

Met

Comment

Proper hand washing observed throughout the center on this date.

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

Met

Comment

Documentation for medication dispensing observed complete for the two children in care who receive medication on this date.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures

Met

Comment

Program observed complete emergency drills on this date.

591-1-1-.27 Posted Notices

Met

Comment

Observed all required posted notices on this date.

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

Discussed reporting requirements with the director on this date.

Safety**591-1-1-.05 Animals****N/A****Comment**

Center does not keep animals on premises on this date.

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 and completed inspection was observed for both vehicles used in transporting children on this date. Vehicles with license plates ending in E5171 and B7511 were completed on August 21, 2018. Vehicle with license plate ending in U9593 was purchased on April 23, 2019 as a back up vehicle.

Comment

All vehicles had an approved fire extinguisher and first aid kit on this date.

Comment

Complete documentation of transportation observed on this date.

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

Discussed SIDS and infant sleeping position on this date.

Comment

Pleasant naptime environment observed on this date.

Staff Records**Records Reviewed: 25****Records with Missing/Incomplete Components: 0**

Staff # 4 Met

Date of Hire: 02/15/2011

Staff # 5 Met

Date of Hire: 07/11/2011

Staff # 6 Met

Date of Hire: 09/01/2017

Staff # 7 Met

Date of Hire: 08/10/2009

Staff # 8 Met

Date of Hire: 02/21/2011

Records Reviewed: 25**Records with Missing/Incomplete Components: 0**

Staff # 9	Met
Date of Hire: 08/08/2011	
Staff # 10	Met
Date of Hire: 12/14/2010	
Staff # 14	Met
Date of Hire: 10/30/2017	
Staff # 17	Met
Date of Hire: 08/05/2013	
Staff # 18	Met
Date of Hire: 08/12/2014	
Staff # 19	Met
Date of Hire: 01/08/2018	
Staff # 21	Met
Date of Hire: 08/13/2012	
Staff # 24	Met
Date of Hire: 05/23/2013	

Records Reviewed: 25**Records with Missing/Incomplete Components: 2**

Staff # 1	Not Met
Date of Hire: 06/05/2017	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 2	Met
Date of Hire: 02/04/2019	
Staff # 3	Met
Date of Hire: 07/29/2018	
Staff # 11	Met
Date of Hire: 05/20/2019	
Staff # 12	Not Met
Date of Hire: 06/05/2017	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	

Staff # 13 Date of Hire: 07/16/2018	Met
Staff # 15 Date of Hire: 02/04/2019	Met
Staff # 16 Date of Hire: 10/15/2018	Met
Staff # 20 Date of Hire: 04/22/2019	Met
Staff # 22 Date of Hire: 05/10/2016	Met
Staff # 23 Date of Hire: 06/21/2019	Met
Staff # 25 Date of Hire: 05/28/2019	Met

Staff Credentials Reviewed: 25

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

Criminal record checks were observed to be complete on this date.

Comment

Director provided nine files for employees hired since last visit which was completed on January 9, 2019.

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

Complete first aid kits observed in center and on vehicles on this date.

Comment

Evidence observed of 50% of center staff certified in First Aid and CPR on this date.

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

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on a review of records two out of 25 staff members did not have 10 hours of annual training for 2018 as required.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 8/1/2019

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

Staff observed to be compliant with applicable laws and regulations on this date.

Staffing and Supervision

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

Center observed to maintain appropriate staff:child ratios on this date.

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

Adequate supervision observed on this date.