



**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:** 11/26/2019 **VisitType:** Licensing Study

**Arrival:** 9:05 AM

**Departure:** 1:00 PM

**CCLC-499**

**Little Treasures Learning Center**

1695 E.G. Miles Pkwy. Hinesville, GA 31313 Liberty County  
 (912) 876-5750 littletreasures1ga@yahoo.com

**Regional Consultant**

Kimberly Stoy

Phone: (678) 747-6836

Fax: (706) 314-7859

kimberly.stoy@decal.ga.gov

Joint with: Chrissy Miller

**Mailing Address**

Same

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>			<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.
11/26/2019	Licensing Study	Good Standing	
09/09/2019	Complaint Closure	Good Standing	
07/31/2019	Complaint Investigation Follow Up	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		0	0	C	8	C	NA	NA	
Main	B	Infants and One Year Olds	2	7	C	9	C	NA	NA	Feeding,Nap,Flo or Play
Main	C	One Year Olds and Two Year Olds	2	8	C	13	C	NA	NA	Transitioning
Main	D	Three Year Olds and Four Year Olds	1	7	C	15	C	NA	NA	Free Play
Main	E	Two Year Olds and Three Year Olds	1	7	C	18	C	NA	NA	Free Play
Main	F	Six Year Olds and Over	1	10	C	18	C	NA	NA	Outside
Main	G	Three Year Olds	1	9	C	17	C	NA	NA	Free Play
Main	Pre k	Four Year Olds and Five Year Olds	1	10	C	20	C	NA	NA	Outside
Total Capacity @35 sq. ft.:			118			Total Capacity @25 sq. ft.: 0				
Pre-K Modular	Pre-K	Five Year Olds and Six Year Olds and Over	1	9	C	22	C	NA	NA	Transitioning,Out side
Total Capacity @35 sq. ft.:			22			Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 67			Total Capacity @35 sq. ft.: 140			Total Capacity @25 sq. ft.: 0				


<b>Building</b>	<b>Playground</b>	<b>Playground Occupancy</b>	<b>Playground Compliance</b>
Main	Playground infant/toddler	22	C
Main	Playground pre school	118	C

**Comments**

- This is the first regulatory visit of the fiscal year.
- The center currently has a two-star rating from quality rated.
- The center currently does not provide swimming activities.
- The vans were not present on this date for inspection.
- The center has had three new hires since the last regulatory visit.

Plan of Improvement: Developed This Date 11/26/2019

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.al.ga.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

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.al.ga.gov](mailto:CCSRefutations@dec.al.ga.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://dec.al.ga.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.decal.ga.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@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

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Lisa Dowd, Program Official Date

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Chrissy Miller, Consultant Date

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Kimberly Stoy, Consultant Date



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### Findings Report

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The following information is associated with a Licensing Study:

### Activities and Equipment

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

Met

#### Comment

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

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

N/A

#### Comment

Center does not provide swimming activities.

### Children's Records

**Records Reviewed: 10**

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

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met
Child # 6	Met
Child # 7	Met
Child # 8	Met
Child # 9	Met

Child # 10

Met

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

**Technical Assistance**

**Comment**

Parent agreements observed obtained/completed.

**Technical Assistance**

591-1-1-.08(1) - The Consultant discussed with the center about ensuring that the children have work telephone numbers of the parent(s) and the addresses of the person(s) to whom the child may be released including their address.

**Correction Deadline: 11/26/2019**

**Facility**

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

**Met**

**Comment**

Licensed capacity observed to be met on this date.

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

**Met**

**Comment**

Center appears clean and well maintained.

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

**Met**

**Comment**

Playground observed to be clean and in good repair.

**Food Service**

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

**Met**

**Comment**

Center menu meets USDA guidelines.

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

**Met**

**Comment**

Kitchen appears clean and well organized.

**Health and Hygiene**

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

**Met**

**Comment**

Proper diapering procedures observed.

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

**Met**

**Comment**

Proper hand washing observed throughout the center.

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

**Met**

**Comment**

Discussed proper medication documentation and procedures.

## Policies and Procedures

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

Technical Assistance

#### Technical Assistance

591-1-1-.21(3) - Discussed with Director about ensuring that emergency drills were documented on the same form each month.

Correction Deadline: 12/1/2019

## Safety

### 591-1-1-.05 Animals

Met

#### Comment

Center does not keep animals on premises.

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

Met

#### Comment

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

### 591-1-1-.13 Field Trips(CR)

Met

#### Comment

Field trip documentation observed to be complete.

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

Not Met

#### Finding

591-1-1-.36(6) requires written Parental authorization for routine transportation provided by or on behalf of the Center. Written authorization must include the routine pick-up location, routine pick-up time, routine delivery location, routine delivery times and the name of any person authorized to receive the child. It was determined based on a review of records that two students were missing the transportation agreement documentation.

#### POI (Plan of Improvement)

The Center will obtain the required written parental authorization.

Correction Deadline: 11/27/2019

## Sleeping & Resting Equipment

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

Met

#### Comment

Discussed SIDS and infant sleeping position.

## Staff Records

Records Reviewed: 17

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Date of Hire: 04/02/2019

Staff # 2

Met

Date of Hire: 09/06/2016

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Staff # 3 Date of Hire: 01/01/1991	Met
Staff # 4 Date of Hire: 05/05/2017	Met
Staff # 5 Date of Hire: 10/23/2018	Met
Staff # 6 Date of Hire: 10/21/2019	Met
Staff # 7 Date of Hire: 06/08/2019	Met
Staff # 8 Date of Hire: 11/14/1995	Met
Staff # 9 Date of Hire: 12/05/1994	Met
Staff # 10 Date of Hire: 10/03/2019	Met
Staff # 11 Date of Hire: 09/25/2019	Met
Staff # 12 Date of Hire: 08/20/2012	Met
Staff # 13 Date of Hire: 02/18/2019	Met
Staff # 14 Date of Hire: 10/12/2017	Met
Staff # 15 Date of Hire: 08/21/1997	Met
Staff # 16 Date of Hire: 10/06/1997	Met
Staff # 17 Date of Hire: 11/17/2017	Met

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

**Comment**

Criminal record checks were observed to be complete.

**Comment**

The Director provided three file(s) for employees hired since the last regulatory visit.

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

**Comment**

Complete first aid kits observed in the center.

**Comment**

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

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

**Finding**

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on the Consultant's review of staff records, that one staff member hired on June 10, 2019, did not complete health and safety orientation training within the first 90 days of employment.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

**Correction Deadline: 12/26/2019**

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

**Comment**

Discussed professional learning plans for the lead staff and the deadlines for completing them. (Lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.)

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**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 observed to provide direct supervision and be attentive to children's needs.