



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: 3/13/2019 **VisitType:** Initial Licensing Study **Arrival:** 9:40 AM **Departure:** 2:15 PM

CCLC-50130

The Mills Academy

2545 Jolly Road College Park, GA 30349 Fulton County
 (404) 768-1530 themillsacademy18@gmail.com

Mailing Address

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Regional Consultant

Neli Todorova

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Quality Rated: ★

Compliance Zone Designation			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.
03/13/2019	Initial Licensing Study	Good Standing	
11/28/2018	Initial Licensing Study	Good Standing	
			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-1L-Infants & 1's	Infants and One Year Olds	2	10	C	17	C	NA	NA	Floor Play,Nap
Main	B-2L- 2's		0	0	C	19	C	NA	NA	
Main	C-3L Back- 3's & 4's	Three Year Olds	1	14	C	37	C	52	C	Circle Time
Main	D-3R Back-3's, 4's & ASP		0	0	C	35	C	49	C	
Main	E- 2R-2's	Two Year Olds	2	12	C	22	C	NA	NA	Free Play
Main	F -1R-Cafeteria		0	0	C	0	C	NA	NA	

Total Capacity @35 sq. ft.: 130

Total Capacity @25 sq. ft.: 159

Total # Children this Date: 36

Total Capacity @35 sq. ft.: 130

Total Capacity @25 sq. ft.: 159

Building	Playground	Playground Occupancy	Playground Compliance
Main	Large	66	C
Main	Small	12	C

Comments

Permanent License issued 5/29/19.

Plan of Improvement: Developed This Date 03/13/2019

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

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.dec.state.ga.us/> 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@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://www.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

Tenisha Booker, Program Official

Date

Neli Todorova, Consultant

Date



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Findings Report

Date: 3/13/2019 **VisitType:** Initial Licensing Study **Arrival:** 9:40 AM **Departure:** 2:15 PM

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The following information is associated with a Initial Licensing Study:

Activities and Equipment**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: 5

Records with Missing/Incomplete Components: 3

Child # 1

Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers,.08(1)-Allergies and Disabilities

Child # 2

Met

Child # 3

Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

Child # 4

Met

Child # 5

Not Met

"Missing/Incomplete Components"

.08(1)-Allergies and Disabilities

Finding

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on review of records that two of five files did not have special needs and disabilities listed and three of five files did not have the child's doctor name and phone number listed.

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 4/12/2019

Facility

Comment

Consultant discussed securing cleaning tools (i.e., broom, plunger) out of reach of children.

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 consultant's observation that the exhausts in the the bathroom in classrooms C-3L and E-2R were not operating as they were not pulling the air in.

POI (Plan of Improvement)

The Center will fully enclose and ventilate bathroom areas, as required, and will provide adequate ventilation and sanitation in bathrooms that are not fully enclosed.

Correction Deadline: 4/12/2019

Comment

Discussed 25 square feet rule.

Comment

Licensed capacity observed to be routinely met by center.

Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

Defer

591-1-1-.25(11)- Previous citation deferred on this date as classroom B-2L was not currently in use and the center is in the process of completing all repairs.

POI (Plan of Improvement)

Floors will be maintained to be safe and sanitary.

Correction Deadline: 2/28/2019

Correction Deadline: 11/28/2018

Corrected on 3/13/2019

.25(17) - Previous citation corrected on this date as the vines and plants were observed to be removed.

Correction Deadline: 12/28/2018

Corrected on 3/13/2019

.25(3) - Previous citation corrected on this date as consultant observed that the vents and blinds were clean, the windows do not need to be opened as exhausts were added, the bolts at the base of the toilet were covered, all toilets were operating and there were no insects observed in the classroom. Additionally, the Director provided evidence that an exterminator was hired and will be used on a regular basis at the center.

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

Not Met

Correction Deadline: 12/28/2018

Corrected on 3/13/2019

.26(4) - Previous citation corrected as consultant observed that the protruding bolts were cut down and covered and the large gaps were covered as the wood was moved to make the gaps less than three and a half inches.

Correction Deadline: 12/28/2018

Corrected on 3/13/2019

.26(6) - Previous citation corrected on this date as consultant observed that the peeling paint was removed and the toys were re-painted.

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 consultant's observation and measurements that the two climbing structures on the Large playground did not have six feet of resilient surface around them and six inches of depth as required.

POI (Plan of Improvement)

The Center will remove the boards around the play structures and will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

Correction Deadline: 3/20/2019

Recited on 3/13/2019

Correction Deadline: 12/5/2018

Corrected on 3/13/2019

.26(9) - Previous citation corrected on this date as consultant observed that the roots and exposed concrete were painted in red to prevent the children from tripping on them and there were no other hazards on the playground. Additionally, the center will remove the exposed concrete at a later time.

Health and Hygiene

591-1-1-.07 Children's Health

Met

Correction Deadline: 11/28/2018

Corrected on 3/13/2019

.07(5) - Previous citation corrected on this date as consultant observed no items attached to the children's clothing on this date.

591-1-1-.10 Diapering Areas & Practices(CR)	Met
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Correction Deadline: 12/28/2018

Corrected on 3/13/2019

.10(1) - Previous citation corrected on this date as consultant observed that exhausts were added in all diapering rooms.

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

Staff were observed to remind children to wash hands. Consultant discussed staff handwashing with the provider on this date.

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

The director reported no medication since the last visit and on this date.

Safety

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

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

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

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)	Technical Assistance
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Correction Deadline: 3/15/2019

Corrected on 3/13/2019

.36(3)(a-b) - Previous citation corrected on this date as consultant observed current Transportation training for the driver and the Director.

Correction Deadline: 12/3/2018

Corrected on 3/13/2019

.36(4)(a) - Previous citation corrected on this date as consultant observed current vehicle inspection for the 12 passenger van with license plate PJI 8833.

Correction Deadline: 11/29/2018

Corrected on 3/13/2019

.36(4)(f)1. - Previous citation corrected on this date as consultant observed booster seats to be installed in the van at the time of the last visit, and they were observed to be still installed in the van at this time.

Technical Assistance

591-1-1-.36(7)(b) - Discussed with the Director to ensure that the emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on review of records that five of 12 Emergency Medical Forms were incomplete, as they were missing information for special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor

Correction Deadline: 3/14/2019

Correction Deadline: 11/28/2018

Corrected on 3/13/2019

.36(7)(d)2. - Previous citation corrected on this date as consultant observed evidence of first and second check.

Sleeping & Resting Equipment

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

Technical Assistance

Comment

Discussed SIDS and infant sleeping position.

Correction Deadline: 11/28/2018

Corrected on 3/13/2019

.30(2)(c) - Previous citation corrected on this date as consultant observed infants sleep in safety approved cribs and staff stated proper knowledge.

Technical Assistance

591-1-1-.30(4) - Please ensure that the cots are covered with a sheet when stored in the classroom.

Correction Deadline: 3/13/2019

Staff Records

Records Reviewed: 9

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 09/28/2017	
Staff # 2	Met
Date of Hire: 01/22/2019	
Staff # 3	Met
Date of Hire: 10/01/2018	
Staff # 4	Met
Date of Hire: 03/13/2019	
Staff # 5	Met
Date of Hire: 03/11/2019	
Staff # 6	Met
Date of Hire: 09/20/2017	
Staff # 7	Met
Date of Hire: 02/07/2019	
Staff # 8	Met
Date of Hire: 10/01/2018	
Staff # 9	Met
Date of Hire: 11/14/2018	

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

The Director reported five new staff. Comprehensive Criminal record checks were observed to be complete for 9 staff.

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

Correction Deadline: 12/28/2018

Corrected on 3/13/2019

.14(1) - Previous citation corrected on this date as consultant observed current CPR/First aid training for the Director and more than 50% of staff.

Correction Deadline: 11/28/2018

Corrected on 3/13/2019

.14(1)(a) - Previous citation corrected on this date as consultant observed current CPR/First Aid training card for the driver.

591-1-1-.33 Staff Training **Met****Comment**

Discussed: Health and Safety Training and First Aid/CPR is required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

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

Staff observed to be compliant with applicable laws and regulations.

Defer

591-1-1-.31(1)(b)2.- Previous citation deferred on this date as the Director is currently enrolled in classes at a Technical College. Additionally, the Director stated that the center is in the process of hiring a new Director who already has the required credentials.

POI (Plan of Improvement)

The Center will ensure that the Director meets the minimum education and work requirements and secure the necessary documentation.

Correction Deadline: 4/30/2019

Correction Deadline: 11/30/2020

Corrected on 3/13/2019

.31(2)(b)2. - Previous citation corrected on this date as consultant observed verification of the required credentials for the Lead Teachers. Additionally, newly hired Lead Teachers were enrolled in classes to obtain the required credentials.

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.