



**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:** 2/15/2021    **VisitType:** Licensing Study    **Arrival:** 1:30 PM    **Departure:** 4:00 PM

**CCLC-50745**

**Sumter Child Development Center**

300 Cherokee Street Americus, GA 31709 Sumter County  
(229) 924-7666 mblackshear@swgacac.com

**Regional Consultant**

Charlene Story

Phone: (770) 405-7942  
Fax: (770) 408-0759  
charlene.story@decal.ga.gov

**Mailing Address**  
Same

**Quality Rated:** No

<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.
02/15/2021	Licensing Study	Good Standing	
08/18/2020	Monitoring Visit	Good Standing	
11/20/2019	Initial Licensing Study	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 (HS3) 3-5 yrs		0	0	C	20	C	NA	NA	
Main	B (EHS6) 2-3 yrs		0	0	C	8	C	NA	NA	
Main	C(EHS7) 2-3 yrs		0	0	C	8	C	NA	NA	
Main	D(EHS8) 2-3 yrs		0	0	C	8	C	NA	NA	
Main	E(EHS9) 2-3 yrs		0	0	C	8	C	NA	NA	
Main	F(EHS10) 2-3 yrs		0	0	C	8	C	NA	NA	
Main	G(HS7) 3-5 yrs		0	0	C	20	C	NA	NA	
Main	H(HS6) 3-5 yrs		0	0	C	20	C	NA	NA	
Main	I(HS5) 3-5 yrs		0	0	C	20	C	NA	NA	
Main	J(HS4) 3-5 yrs		0	0	C	20	C	NA	NA	
Main	K(HS8) 3-5 yrs		0	0	C	20	C	NA	NA	
Main	L(HS2) 3-5 yrs		0	0	C	20	C	NA	NA	
Main	M(HS1) 3-5 yrs		0	0	C	20	C	NA	NA	
Main	N(EHS4) 1-2 yrs		0	0	C	8	C	NA	NA	
Main	O(EHS5) 1-2 yrs		0	0	C	8	C	NA	NA	
Main	P(EHS1) 6wks-12mths		0	0	C	8	C	NA	NA	
Main	Q(EHS2) 6sk-12mths		0	0	C	8	C	NA	NA	
Main	R(EHS3) 1-2 yrs		0	0	C	8	C	NA	NA	

Total Capacity @35 sq. ft.: 240

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 0

Total Capacity @35 sq. ft.: 240

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A (3-5 yrs)	96	C
Main	Playground B (6wks-2 yrs)	12	C

**Comments**

An Administrative Review was conducted on February 11, 2021. Staff files, children's files, training, and background checks were all reviewed. An inperson inspection was conducted on February 15, 2021 with the Director due to poor internet connections. Compliance with the Executive Order issued on May 12, 2020 was reviewed during the inperson inspection.


Consultant requested more dirt to be added to the bottom of the left panel of the gate leading to the walk way of the playground. Please see that this is done by Friday February 26, 2021.

An Application for License Amendment was given to the Director to complete to use an unlicensed area for outdoor play.

Indicator Manuel was emailed to Director

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.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.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](mailto:qualityrated@dec.state.ga.us)

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Marilynn Blackshear, Program Official

Date

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Charlene Story, 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**

Equipment and furniture observed to be properly secured on this date.  
An in-person visit was conducted on this date due to weak internet connection.

**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: 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**

Records were observed to be complete and well organized.  
An Administrative Review was conducted on 2/11/2021 due to the COVID-19 Pandemic..

**Facility****591-1-1-.06 Bathrooms****Met****Correction Deadline: 10/9/2019****Corrected on 2/15/2021**

**.06(4) - This citation was observed to be corrected on this date. The facility had a variance approved to purchased Medical Grade Filtration True HEPA filters for the bathrooms. Consultant observed the Filtration True HEPA filters being used in the bathrooms.**

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

Licensed capacity was not evaluated on this date due to no children being present at the facility.

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

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

**Correction Deadline: 11/20/2019****Corrected on 2/15/2021**

**.25(11) - This citation was observed to be corrected on this date. Consultant observed tiles in the boys and girls bathrooms of the Early Head Start hallway and the flooring in Special Use Room T (cafeteria) to be repaired and posing no tripping hazard.**

**591-1-1-.26 Playgrounds(CR)****Met****Correction Deadline: 11/20/2019****Corrected on 2/15/2021**

**.26(4) - This citation was observed to be corrected. Consultant observed red mesh had been added to the wooden rails on this date.**

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

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

Kitchen appears clean and well organized on this date during an in-person visit by consultant.

**Health and Hygiene**

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

Staff state proper knowledge of diapering procedures.

**Correction Deadline: 11/29/2019****Corrected on 2/15/2021**

.10(1) -This citation was observed to be corrected on this date. The facility had a variance approved to purchase eight (8) Medical Grade Filtration True HEPA filters which are rated to cover 800 square feet of space and eight (8) Germ Guardian True HEPA Filter Air Purifier which are rated to cover 167 square feet of space. Each classroom has sufficient Air Purifier(s) for the total capacity of the classrooms. This system was observed by the consultant being used in the following classrooms: B (617 sq ft), C (607 sq ft), D (630 sq ft), E (617 sq ft), F (617 sq ft), N(821 sq ft), O (748 sq ft), P (748 sq ft), Q (754 sq ft), and R (739 sq ft).

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

There were no children present on this date. Proper hand washing of children and staff was discussed with the director on this date.

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

Discussed proper medication documentation and procedures.

<b>Organization</b>
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**591-1-1-.16 Governing Body & License****Not Met****Finding**

591-1-1-.16(f) requires the Center to submit an application for an amended License at least 30 days prior to a change if there is a change in the name of the program or Center, changes in the ages of the children to be served, an increase in the regular hours of operation such that the Center would be providing evening or night-time care in addition to day-time care, changes in the services provided, or additions to or changes in the use of the building by the licensed Center. If an emergency situation arises which makes it impossible to give thirty (30) days' notice, the management of the Center shall notify the Department by telephone and shall submit an application for an amended License as soon as management becomes aware of the change that will be necessitated by the emergency situation. In no case, however, shall a new owner operate the Center without first securing a new License or Permit from the Department. It was determined based on observation and statement from the Director, an unlicensed outdoor space was being used as the outdoor playground for the children.

**POI (Plan of Improvement)**

An application for amendment and all necessary documentation will be submitted.

**Correction Deadline: 2/15/2021**

<b>Policies and Procedures</b>
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**591-1-1-.21 Operational Policies & Procedures****Not Met****Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on review of emergency drill records, the facility failed to conduct a fire drill for the months of January and February of the year 2020. The facility closed on March 17, 2020 and reopened in August of 2020.

**POI (Plan of Improvement)**

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 2/20/2021

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**591-1-1-.27 Posted Notices** **Met**

**Comment**

Observed all required posted notices.

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

**Comment**

Discussed reporting requirements.

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**Safety**

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

**Comment**

Center does not keep animals on premises.

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

**Comment**

There were no children present on this date. The center's discipline policy was discussed with the director on this date.

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

**Comment**

Center does not participate in field trips at this time.

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

**Comment**

Due to the COVID-19 Pandemic, the center does not provide routine transportation at this time.

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**Sleeping & Resting Equipment**

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

**Comment**

Discussed SIDS and infant sleeping position.

**Comment**

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

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**Staff Records**

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**Records Reviewed: 51**

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

Staff # 1 Met

Date of Hire: 05/01/2008

Staff # 2 Met

Date of Hire: 07/15/2016

Staff # 3 Met

Date of Hire: 05/16/2014

Staff # 4 Date of Hire: 07/21/2018	Met
Staff # 5 Date of Hire: 12/04/2019	Met
Staff # 6 Date of Hire: 05/01/2018	Met
Staff # 7 Date of Hire: 05/18/2016	Met
Staff # 8 Date of Hire: 06/26/2020	Met
Staff # 9 Date of Hire: 08/12/2019	Met
Staff # 10 Date of Hire: 09/24/2020	Met
Staff # 11 Date of Hire: 07/13/2018	Met
Staff # 12 Date of Hire: 07/13/2018	Met
Staff # 13 Date of Hire: 08/15/2005	Met
Staff # 14 Date of Hire: 08/04/2016	Met
Staff # 15 Date of Hire: 01/18/2018	Met
Staff # 16 Date of Hire: 11/12/2020	Met
Staff # 17 Date of Hire: 09/09/1996	Met
Staff # 18 Date of Hire: 05/28/2019	Met



Staff # 19 Date of Hire: 08/15/2017	Met
Staff # 20 Date of Hire: 08/22/2019	Met
Staff # 21 Date of Hire: 10/02/2019	Met
Staff # 22 Date of Hire: 02/01/2021	Met
Staff # 23 Date of Hire: 10/01/2018	Met
Staff # 24 Date of Hire: 07/21/2016	Met
Staff # 25 Date of Hire: 04/09/2009	Met
Staff # 26 Date of Hire: 02/01/2021	Met
Staff # 27 Date of Hire: 07/13/2018	Met
Staff # 28 Date of Hire: 07/15/2016	Met
Staff # 29 Date of Hire: 05/01/2008	Met
Staff # 30 Date of Hire: 08/07/2018	Met
Staff # 31 Date of Hire: 10/01/2013	Met
Staff # 32 Date of Hire: 02/25/2020	Met
Staff # 33 Date of Hire: 08/21/2020	Met

Staff # 34 Date of Hire: 09/08/2008	Met
Staff # 35 Date of Hire: 08/30/2004	Met
Staff # 36 Date of Hire: 12/19/2020	Met
Staff # 37 Date of Hire: 05/01/2008	Met
Staff # 38 Date of Hire: 10/09/2012	Met
Staff # 39 Date of Hire: 10/17/2008	Met
Staff # 40 Date of Hire: 07/22/2013	Met
Staff # 41 Date of Hire: 09/28/2000	Met
Staff # 42 Date of Hire: 09/09/1996	Met
Staff # 43 Date of Hire: 08/29/2018	Met
Staff # 44 Date of Hire: 04/03/2007	Met
Staff # 45 Date of Hire: 10/23/2007	Met
Staff # 46 Date of Hire: 09/11/2013	Met
Staff # 47 Date of Hire: 07/22/2015	Met
Staff # 48 Date of Hire: 06/21/2019	Met

**Records Reviewed: 51**

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

Staff # 49 Met  
Date of Hire: 01/08/2013

Staff # 50 Met  
Date of Hire: 12/09/2019

Staff # 51 Met  
Date of Hire: 08/10/2016

**Staff Credentials Reviewed: 21**

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

**Comment**

Criminal record checks were observed to be complete.  
An Administrative Review was conducted on February 11, 2021 due to COVID-19 Pandemic.

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

**Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.  
An Administrative Review was conducted on February 11, 2021 due to COVID-19 Pandemic.

**591-1-1-.33 Staff Training Technical Assistance**

**Technical Assistance**

591-1-1-.33(5) - The consultant discussed with the Director that the department requires that every calendar year after the first year of employment, all supervisory and care givers shall attend ten (10) clock hours of annual training that is approved by the department. The Consultant and Director discussed some department approved trainings may be found at Pro-Solutions and Cox Campus websites.

**Correction Deadline: 3/17/2021**

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.  
Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on May 12, 2020.

**Staffing and Supervision**

**591-1-1-.32 Staff:Child Ratios and Group Size(CR) Not Evaluated**

**Comment**

There were no children present on this date. This rule was not evaluated.

**591-1-1-.32 Supervision(CR) Not Evaluated**

**Comment**

There were no children present on this date. Proper supervision of children was not evaluated on this date.