



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: 1/9/2020 **VisitType:** Monitoring Visit **Arrival:** 2:15 PM **Departure:** 4:30 PM

CCLC-51132

MyNana's Clubhouse

1540 West Orange Street Jesup, GA 31545 Wayne County
 (912) 559-2559 admin@mynanasclubhouse.com

Regional Consultant

Connie Boatright

Phone: (912) 544-9701

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connie.boatright@dec.al.ga.gov

Mailing Address

Same

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. 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.
01/09/2020	Monitoring Visit	Good Standing	
11/07/2019	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	Two Year Olds	1	6	C	7	C	NA	NA	Outside,Snack,Nap
Main	B	Infants and One Year Olds	1	4	C	8	C	NA	NA	Floor Play,Feeding,Free Play,Nap
Main	C	Three Year Olds and Four Year Olds	1	2	C	6	C	NA	NA	Centers,Outside,Snack,Nap
Main	D		0	0	C	4	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 25			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 12			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	24	C

Comments

This Monitoring Visit is the second regulatory visit for MyNana's Clubhouse this 2019 - 2020 fiscal year. The center director stated medication is administered, no field trips or routine transportation is provided. The center is working on their portfolio to send to the Quality Rated Unit. Two new employees have been hired since the consultants last visit. The consultant reviewed all staff files and finds that each staff has a satisfactory comprehensive fingerprint check determination letter on file.

Plan of Improvement: Developed This Date 01/09/2020

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

Sierra Mitchell, Program Official

Date

Connie Boatright, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.03 Activities

Met

Comment

591-1-1-.03(2) The consultant observed current lesson plans to be posted in each classroom.

Correction Deadline: 1/9/2020

Comment

The consultant observed age appropriate activities through out the center.

Correction Deadline: 1/9/2020

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

Met

Comment

The consultant observed toys and equipment to be clean and in good repair.

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: 2

Child # 1	Met
Child # 2	Met
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Parent Names, Work Numbers,.08(1)-Allergies and Disabilities	

Records Reviewed: 5

Records with Missing/Incomplete Components: 2

Child # 4

Met

Child # 5

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers,.08(3)-Address of Release Person Missing

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

Technical Assistance

Comment

Parent agreements observed obtained/completed.

Comment

Parent authorizations obtained/completed.

Technical Assistance

591-1-1-.08(1) - The center director will ensure that child enrollment packets are completed thoroughly with all required information.

Correction Deadline: 1/9/2020

Facility

591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

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)

Met

Comment

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

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

Met

Correction Deadline: 11/22/2019

Corrected on 1/9/2020

.26(8) - The previous citation was observed to be corrected. The center director has placed more resilient surface within all fall zones meeting requirements.

Correction Deadline: 11/7/2019

Corrected on 1/9/2020

.26(9) - The previous citation was observed to be corrected. The window has been replaced.

Food Service

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

Met

Comment

Center menu meets USDA guidelines.

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://decal.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.

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

Proper diapering procedures observed.

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

Proper hand washing observed throughout the center.

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

Documentation for medication dispensing observed complete.

Organization**591-1-1-.16 Governing Body & License****Met****Comment**

The center is operating with a valid 2020 license with Bright From The Start.

Correction Deadline: 1/16/2020

Policies and Procedures**591-1-1-.21 Operational Policies & Procedures****Technical Assistance****Technical Assistance**

591-1-1-.21(3) - The center director will ensure that fire drills are completed and documented monthly and tornado drills are completed and documented every 6 months.

Correction Deadline: 1/14/2020

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

Observed all required posted notices.

Safety

591-1-1-.05 Animals

Met

Comment

Center does not keep animals on premises.

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

Comment

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

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

Met

Comment

Center does not participate in field trips at this time.

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)

Met

Comment

Discussed SIDS and infant sleeping position.

Comment

Pleasant naptime environment observed.

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.

Staff Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Date of Hire: 11/07/2019

Staff # 2

Met

Date of Hire: 11/07/2019

Staff # 3

Met

Date of Hire: 11/07/2019

Staff # 4

Met

Date of Hire: 11/07/2019

Staff # 5

Met

Date of Hire: 11/07/2019

Staff Credentials Reviewed: 8

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

Criminal record checks were observed to be complete.

Comment

Director provided two file(s) for employees hired since last visit.

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

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

591-1-1-.24 Personnel Records	Met
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Comment

The consultant observed staff files to be well organized.

Correction Deadline: 1/16/2020

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

Documentation observed of required staff training.

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

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

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

Center observed to maintain appropriate staff:child ratios.

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

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