



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: 6/23/2020 **VisitType:** Initial Licensing Study **Arrival:** 10:00 AM **Departure:** 5:10 PM

CCLC-52476

Bizee Brains Learning Academy

2721 Highway 138E Jonesboro, GA 30236 Clayton County
 (678) 479-2500 bizeebrains@gmail.com

Mailing Address

P.O. Box 2697
 Jonesboro, GA 30236

Regional Consultant

Margaret Pringle

Phone: (404) 985-6259

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margaret.pringle@decal.ga.gov

Joint with: Jennifer Salies

Quality Rated: ★

<u>Compliance Zone Designation</u>		
06/23/2020	Initial Licensing Study	Good Standing
03/18/2020	Initial Licensing Study	Good Standing

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.

Ratios/License Capacity

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Building 5	Rm. A- Preschool		0	0	C	19	C	NA	NA	
Building 5	Rm. B- Preschool		0	0	C	19	C	NA	NA	
Total Capacity @35 sq. ft.: 38			Total Capacity @25 sq. ft.: 0							
one	Cafeteria		0	0	C	0	C	NA	NA	
one	Rm A:EHS 1R: 1 yr olds	One Year Olds	1	4	C	8	C	NA	NA	Floor Play
one	Rm B:EHS 2R: Infants	Infants	1	2	C	8	C	NA	NA	Floor Play
one	Rm C:EHS 2yrs olds		0	0	C	8	C	NA	NA	
one	Rm G:5L: 1's-2's	Two Year Olds	1	8	C	12	C	NA	NA	Centers
one	Rm H: 6L : Toddler 2	One Year Olds	1	8	C	17	C	NA	NA	Centers
one	Rm I: 7L: Preschool	Three Year Olds	1	6	C	15	C	NA	NA	Centers
one	Rm J: 8L(inside 7L) Toddler 1's		0	0	C	13	C	NA	NA	
one	Rm K: 9L: Infant 2	One Year Olds	1	4	C	6	C	NA	NA	Floor Play
one	RM L:10L EHS (inside 9L): 3's		0	0	C	12	C	NA	NA	
Total Capacity @35 sq. ft.: 99			Total Capacity @25 sq. ft.: 0							
six	Left		0	0	C	20	C	NA	NA	
six	Right		0	0	C	21	C	NA	NA	

	Total Capacity @35 sq. ft.: 41	Total Capacity @25 sq. ft.: 0
Total # Children this Date: 32	Total Capacity @35 sq. ft.: 178	Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

An Administrative Review was conducted on June 22, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on June 23, 2020 with the Director and Assistant Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on June 15, 2020 was reviewed during the virtual inspection. The owner has liability insurance.

Plan of Improvement: Developed This Date 06/23/2020

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/ChildCare/ProgramsAndRules/ProgramsAndRules.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/ChildCare/ProgramsAndRules/ProgramsAndRules.aspx> 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://dec.state.ga.us/ChildCare/ProgramsAndRules/ProgramsAndRules.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

Terese Lackley, Program Official

Date

Margaret Pringle, Consultant

Date

Jennifer Salies, Consultant

Date



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Findings Report

Date: 6/23/2020 **VisitType:** Initial Licensing Study **Arrival:** 10:00 AM **Departure:** 5:10 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

Correction Deadline: 3/18/2020

Corrected on 6/23/2020

.12(4) - Previous citation was corrected on this date. The large brown shelf was secured to the wall and computer monitors were securely attached to a table.

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

Met

Comment

Pool on site, per director/owner is not in use and gate observed locked. No swimming at this time.

Children's Records

Records Reviewed: 3

Records with Missing/Incomplete Components: 3

Child # 1

Not Met

"Missing/Incomplete Components"

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

Child # 2

Not Met

"Missing/Incomplete Components"

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

Child # 3

Not Met

"Missing/Incomplete Components"

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

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 Consultant's observation during the reviewing of children records, three of three files lacked name and telephone number of the child's primary source of health care.

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: 6/26/2020

Recited on 6/23/2020

	Facility
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591-1-1-.06 Bathrooms

Met

Correction Deadline: 4/17/2020

Corrected on 6/23/2020

.06(4) - Previous citation was corrected on this date. The ventilation in the bathroom was operable.

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

Correction Deadline: 3/19/2020

Corrected on 6/23/2020

.25(13) - Previous citation was corrected on this date. No toilet brushes and plungers were accessible to children in the bathrooms of classroom I and J of Building 1, and classrooms A and B of Buildings 5 and 6.

Correction Deadline: 3/18/2020

Corrected on 6/23/2020

.25(17) - Previous citation was corrected on this date. No vegetation observed growing through the fence on classroom A (left side) along the back side.

Correction Deadline: 3/31/2020

Corrected on 6/23/2020

.25(3) - Previous citation was corrected on this date. The ceiling tiles had been replaced.

Finding

591-1-1-.25(21) requires that all floor level windows or full-length glass doors be constructed of safety glass with decals applied at the eye level of the children or such windows or doors shall have protective devices covering the glass designed to prevent the children from getting cut by the glass should it break for any reason. Except in School-age Centers, child care rooms shall have outside windows which receive natural sunlight and equal not less than five percent (5%) of the floor area in each room, unless central heating and air conditioning are provided. It was determined based on Consultant 's observation classrooms A, C, G, H and J serving toddlers lacked a decal located at the children eye level to prevent an injury.

POI (Plan of Improvement)

The Center will ensure that glass windows and doors that are accessible to children are constructed of safety glass with decals at children's eye level. The decals were put back on the doors during the virtual visit.

Correction Deadline: 7/3/2020

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

Technical Assistance

Correction Deadline: 3/28/2020

Corrected on 6/23/2020

.26(4) - Previous citations were observed corrected on this date.

Correction Deadline: 3/28/2020

Corrected on 6/23/2020

.26(6) - Previous citation was corrected on this date.

Correction Deadline: 3/28/2020

Corrected on 6/23/2020

.26(8) - Previous citation was corrected, the swings were removed.

Correction Deadline: 3/28/2020

Corrected on 6/23/2020

.26(9) - Previous citation was corrected on this date. The exposed tree roots were painted to make visible to the children on playground A.

Technical Assistance

591-1-1-.26(9) - Please ensure the water hose is removed prior to children entering the center. It was removed during the virtual visit.

Correction Deadline: 6/23/2020

Health and Hygiene

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

Met

Correction Deadline: 3/31/2020

Corrected on 6/23/2020

.10(1) - Previous citation was corrected on this date. Consultant observed ventilation fan in Building 1, classrooms H, J and K. The tissue test was performed by the director on this date.

Correction Deadline: 3/18/2020

Corrected on 6/23/2020

.10(2) - Previous citation was corrected on this date. The changing table in classroom J was observed adjacent to the sink.

Correction Deadline: 3/18/2020

Corrected on 6/23/2020

.10(9) - Previous citation was observed corrected on this date. No food items were observed on the counter of the diapering sink.

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

Hand washing and sanitizing requirements for diapering were discussed with the Director on this date. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on this date.

591-1-1-.20 Medications(CR)**Met****Correction Deadline: 3/18/2020****Corrected on 6/23/2020**

.20(3) - Corrections were made on these forms, the student is no longer enrolled in the center as of March 24, 2020.

Safety

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

Center does not keep animals on premises.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director 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)**Defer****Defer**

591-1-1-.36(7)(b)- 591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. 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 transportation files, that 34 of 34 children files were incomplete in that they were missing contact information to include, names, address and phone numbers of the child's doctor. A Virtual Visit was conducted due to the COVID-19 pandemic. This citation is deferred until the next regulatory visit when the rule correction can be observed in person.

POI (Plan of Improvement)**Correction Deadline: 3/19/2020****Defer**

591-1-1-.36(7)(c)2.- requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on review of transportation logs, dated from March 9, 2020 through March 13, 2020, that documentation was missing to account for each child listed. A Virtual Visit was conducted due to the COVID-19 pandemic. This citation is deferred until the next regulatory visit when the rule correction can be observed in person.

POI (Plan of Improvement)

Correction Deadline: 3/19/2020

Defer

591-1-1-.36(7)(c)3.-591-1-1-.36(7)(c)3. requires that the driver or other designated person document in writing the time of arrival and departure each time the vehicle departs from the Center, is loaded or unloaded at each school and when the vehicle returns to the Center; each time the vehicle departs from the Center, arrives at the location where any child is picked up or dropped off and when the vehicle returns to the Center; each time the vehicle leaves the Center, arrives at a field trip destination, leaves a field trip destination, and returns to the Center. It was determined based on review of transportation log, dated from March 9, 2020 through March 13, 2020, that the departure times and arrival times were missing on the transportation log. A Virtual Visit was conducted due to the COVID-19 pandemic. This citation is deferred until the next regulatory visit when the rule correction can be observed in person.

Correction Deadline: 3/19/2020

Defer

591-1-1-.36(7)(d)1.-591-1-1-.36(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Center, and the last stop during transportation to home or school. The responsible person on the vehicle shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; sign the passenger transportation checklist (s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was determined based on review of transportation logs, dated from March 9, 2020 through March 13, 2020, that the first check signature was missing. A Virtual Visit was conducted due to the COVID-19 pandemic. This citation is deferred until the next regulatory visit when the rule correction can be observed in person.

Correction Deadline: 3/19/2020

Defer

591-1-1-.36(7)(d)2.-591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on review of transportation log, dated from March 9, 2020 through March 13, 2020, that the second signature was missing on the transportation log. A Virtual Visit was conducted due to the COVID-19 pandemic. This citation is deferred until the next regulatory visit when the rule correction can be observed in person.

POI (Plan of Improvement)

Correction Deadline: 3/18/2020

Sleeping & Resting Equipment

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

Met

Comment

Discussed SIDS and infant sleeping position at previous visit on March 18, 2020. All cots/mats were covered with a sheet on this date.

Staff Records

Staff # 1 Date of Hire: 09/09/2019	Met
Staff # 2 Date of Hire: 03/02/2020	Met
Staff # 3 Date of Hire: 03/02/2020	Met
Staff # 4 Date of Hire: 03/02/2020	Met
Staff # 5 Date of Hire: 03/02/2020	Met
Staff # 6 Date of Hire: 02/03/2020	Met
Staff # 7 Date of Hire: 03/02/2020	Met
Staff # 8 Date of Hire: 03/16/2020 <u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate	Not Met
Staff # 9 Date of Hire: 03/02/2020	Met
Staff # 10 Date of Hire: 03/02/2020	Met
Staff # 11 Date of Hire: 02/03/2020	Met
Staff # 12 Date of Hire: 03/02/2020	Met
Staff # 13 Date of Hire: 03/17/2020	Met
Staff # 14 Date of Hire: 03/02/2020	Met

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

Consultant observed three of three staff to have complete comprehensive criminal background checks.

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 Consultant's observation during the reviewing of certificates submitted by the director three of twenty-seven employees lacked documentation for completion of Health and Safety orientation.

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: 7/23/2020

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

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 June 15, 2020.

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.