



**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: 3/6/2019 **VisitType:** Licensing Study **Arrival:** 10:30 AM **Departure:** 1:35 PM

CCLC-663

Banks County Pre-K/Head Start

335 Evans Street Homer, GA 30547 Banks County
(706) 677-2963 jan.bertrang@ndohs.org

Regional Consultant

Tasha McDonald

Phone: (770) 344-3353

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tasha.mcdonald@decal.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.
03/06/2019	Licensing Study	Good Standing	
12/13/2018	Monitoring Visit	Good Standing	
03/06/2018	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:Front Hall-2L		0	0	C	22	C	NA	NA	
Main	B:Front Hall-2R		0	0	C	22	C	NA	NA	
Main	B:Front Hall-2R		0	0	C	22	C	NA	NA	
Main	C:Front Hall-1R	Three Year Olds and Four Year Olds	2	17	C	22	C	NA	NA	Circle Time
Main	C:Front Hall-1R	Three Year Olds and Four Year Olds	2	17	C	22	C	NA	NA	Circle Time
Main	D:Back Hall-1L	PreK	2	20	C	21	C	NA	NA	Circle Time
Main	D:Back Hall-1L	PreK	2	20	C	21	C	NA	NA	Circle Time
Main	E:Back Hall-2R	PreK	2	21	C	21	C	NA	NA	Circle Time
Main	E:Back Hall-2R	PreK	2	21	C	21	C	NA	NA	Circle Time
Main	F:Back Hall-2L	PreK	2	19	C	22	C	NA	NA	Circle Time
Main	F:Back Hall-2L	PreK	2	19	C	22	C	NA	NA	Circle Time
Main	G:Back Hall-1R	PreK	2	20	C	21	C	NA	NA	Circle Time
Main	G:Back Hall-1R	PreK	2	20	C	21	C	NA	NA	Circle Time
Total Capacity @35 sq. ft.: 150					Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Heath Department Limitations			
Total # Children this Date: 194			Total Capacity @35 sq. ft.: 279			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	125	C
Main	Playground A	125	C

Comments

The purpose of this visit was to conduct a licensing visit and to follow-up on the previous visit conducted on December 13, 2019.

Plan of Improvement: Developed This Date 03/06/2019

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

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

Jan Bertrang, Program Official

Date

Tasha McDonald, 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

Correction Deadline: 12/13/2018

Corrected on 3/6/2019

.12(3) -The previous citation was observed to be corrected on this date. Consultant observed the center to be free of hazardous on this date.

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

Met

Comment

Center does not provide swimming activities.

Facility

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

No hazards observed accessible to children on this date.

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

Met

Comment

Playground observed to be clean and in good repair.

Health and Hygiene

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

There were no diapering children enrolled in the program on this date.

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

Staff were observed to remind children to wash hands.

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

Discussed proper medication documentation and procedures.

Policies and Procedures

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

Observed all required posted notices.

Safety

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

Please be mindful of voice tone in redirecting children.

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**

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: 27**Records with Missing/Incomplete Components: 1**

Staff # 1

Met

Date of Hire: 07/23/2018

Staff # 2

Met

Date of Hire: 10/29/2018

Staff # 3

Met

Date of Hire: 10/13/2017

Staff # 4

Met

Date of Hire: 10/13/2017

Staff # 5 Met

Date of Hire: 02/01/2018

Staff # 6 Met

Date of Hire: 06/27/2018

Staff # 7 Met

Date of Hire: 07/11/2015

Staff # 8 Met

Date of Hire: 07/23/2018

Staff # 9 Met

Date of Hire: 04/30/2018

Staff # 10 Met

Date of Hire: 06/07/2010

Staff # 11 Met

Date of Hire: 11/19/2015

Staff # 12 Not Met

Date of Hire: 02/16/2016

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 13 Met

Date of Hire: 09/29/2016

Staff # 14 Met

Date of Hire: 09/18/2017

Staff # 15 Met

Date of Hire: 07/23/2018

Staff # 16 Met

Date of Hire: 07/23/2018

Staff # 17 Met

Date of Hire: 02/15/2019

Staff # 18 Met

Date of Hire: 10/05/2012

Records Reviewed: 27

Records with Missing/Incomplete Components: 1

Staff # 19 Date of Hire: 11/09/2017	Met
Staff # 20 Date of Hire: 07/25/2016	Met
Staff # 21 Date of Hire: 07/23/2018	Met
Staff # 22 Date of Hire: 08/01/2005	Met
Staff # 23 Date of Hire: 08/02/2018	Met
Staff # 24 Date of Hire: 11/11/1996	Met
Staff # 25 Date of Hire: 10/13/2017	Met
Staff # 26 Date of Hire: 11/01/2012	Met
Staff # 27 Date of Hire: 02/19/2019	Met

Staff Credentials Reviewed: 27

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

Not Met

Comment

Consultant reviewed two files for staff members hired since the previous visit was conducted on December 13, 2018. Consultant observed two of two newly hired staff members to have evidence of a satisfactory determination letter on file on this date. All staff with national background checks were observed with a staff member that has a comprehensive background on file.

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on review of staff files that an independent contractor did not have evidence of a satisfactory comprehensive criminal records check letter on file on this date. A one-day letter was left on this date.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will [] to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will [] to ensure the CRC rules are maintained.

Correction Deadline: 3/6/2019

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

Met

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

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.