



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: 5/20/2019 **VisitType:** Monitoring Visit

Arrival: 10:00 AM

Departure: 1:35 PM

CCLC-666

E.E. Butler Head Start/Pre-K

1300 Athens Street Gainesville, GA 30507 Hall County
 (770) 536-1816 jonathan.moore@ndohs.org

Regional Consultant

Malissa Champion

Phone: (770) 357-4925

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malissa.champion@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.
05/20/2019	Monitoring Visit	Good Standing	
10/29/2018	Complaint Closure	Good Standing	
10/29/2018	Complaint Investigation Follow Up	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	T Back L Hall 1R		0	0	C	20	C	NA	NA	
Main	U Back R Hall		0	0	C	22	C	NA	NA	
Main	O Main Hall 2L	Four Year Olds and Five Year Olds	2	16	C	21	C	NA	NA	Centers
Main	A 1R Hall 1R	PreK	2	16	C	22	C	NA	NA	Centers
Main	B 1R Hall 2R	PreK	2	17	C	22	C	NA	NA	Centers
Main	D 1R Hall 4R	PreK	2	18	C	22	C	NA	NA	Centers
Main	E 1R Hall 5R	One Year Olds and Two Year Olds	2	8	C	21	C	NA	NA	Transitioning
Main	F 1R Hall 3L	Three Year Olds	2	8	C	17	C	NA	NA	Centers
Main	G 1R Hall 2L	One Year Olds and Two Year Olds	3	7	C	19	C	NA	NA	Transitioning
Main	H 1R Hall 1L		0	0	C	22	C	NA	NA	
Main	I L Hall 1L		0	0	C	19	C	NA	NA	
Main	J L Hall 2L		0	0	C	22	C	NA	NA	
Main	L 2R Hall 2L		0	0	C	22	C	NA	NA	
Main	P Main Hall 3L	Three Year Olds and Four Year Olds	2	13	C	21	C	NA	NA	Centers
Main	R Main Hall 4L	Three Year Olds and Four Year Olds	2	13	C	21	C	NA	NA	Centers
Main	S Back L Hall 2R		0	0	C	22	C	NA	NA	
Main	C 1R Hall 3R	Four Year Olds	2	16	C	22	C	NA	NA	Centers
Main	K Hall 2L		0	0	C	19	C	NA	NA	

Main	M	2R Hall 1L	Three Year Olds and Four Year Olds	2	11	C	22	C	NA	NA	Centers
Main	N	Main Hall 1L	Three Year Olds and Four Year Olds	2	17	C	21	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 382						Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Fire Marshall Limitations			
Total # Children this Date: 160				Total Capacity @35 sq. ft.: 382		Total Capacity @25 sq. ft.: 0		Building @25 capacity limited by Fire Marshall Limitations			


Building	Playground	Playground Occupancy	Playground Compliance
Main	Large Playground	368	C
Main	Small Playground	52	C

Comments

The purpose of this visit was to conduct a monitoring visit and to follow up on the previous visit conducted on September 7, 2018.

Plan of Improvement: Developed This Date 05/20/2019

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.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.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.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

Jonathan Moore, Program Official

Date

Malissa Champion, 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-.12 Equipment & Toys(CR) **Met**

Comment

A variety of equipment and toys were observed throughout the center.

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

Center appears clean and well maintained.

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

Staff state proper knowledge of diapering procedures.

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

Staff were observed to remind children to wash hands. Adults entering the classroom were also asked to wash hands by staff.

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

The Provider currently does not dispense/administer medication at this time.

Safety

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

Age-appropriate discussion and/or redirection observed.

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

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: 31****Records with Missing/Incomplete Components: 5**

Staff # 1	Met
Date of Hire: 01/02/2018	
Staff # 2	Met
Date of Hire: 01/16/2018	
Staff # 3	Met
Date of Hire: 02/09/2015	
Staff # 4	Met
Date of Hire: 08/06/2007	
Staff # 5	Met
Date of Hire: 09/12/2011	
Staff # 6	Met
Date of Hire: 09/01/2017	

Staff # 7 Date of Hire: 10/29/2010	Met
Staff # 8 Date of Hire: 02/22/1993	Met
Staff # 9 Date of Hire: 02/26/2001	Met
Staff # 10 Date of Hire: 02/22/1993	Met
Staff # 11 Date of Hire: 09/05/2018	Met
Staff # 12 Date of Hire: 09/05/2017	Met
Staff # 13 Date of Hire: 09/20/2011	Met
Staff # 14 Date of Hire: 01/07/2019 <u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate	Not Met
Staff # 15 Date of Hire: 04/15/2015	Met
Staff # 16 Date of Hire: 01/14/2019 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate	Not Met
Staff # 17 Date of Hire: 04/03/2019	Met
Staff # 18 Date of Hire: 08/23/2004	Met
Staff # 19 Date of Hire: 09/24/2012	Met
Staff # 20	Met

Records Reviewed: 31**Records with Missing/Incomplete Components: 5**

Date of Hire: 09/24/2018

Staff # 21

Not Met

Date of Hire: 07/23/2018

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate

Staff # 22

Met

Date of Hire: 11/17/2003

Staff # 23

Met

Date of Hire: 10/18/2018

Staff # 24

Met

Date of Hire: 11/20/2000

Staff # 25

Met

Date of Hire: 02/04/2017

Staff # 26

Not Met

Date of Hire: 01/02/2019

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 27

Met

Date of Hire: 07/15/2016

Staff # 28

Met

Date of Hire: 01/19/2016

Staff # 29

Met

Date of Hire: 11/01/2017

Staff # 30

Not Met

Date of Hire: 01/28/2019

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate

Staff # 31

Met

Date of Hire: 08/11/2018

Staff Credentials Reviewed: 31**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met**

Comment

Criminal record checks were observed to be complete.

Comment

Director provided six files for employees hired since last visit on September 7, 2018.

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

Not Met

Finding

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records that three (3) of 47 staff members did not have evidence of obtaining the certification in first aid and CPR within the first 90 days of employment.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 6/19/2019

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 training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on a review of records that five (5) of 47 staff members did not have evidence of completing the required health and safety training within the first 90 days of employment.

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.

Correction Deadline: 6/19/2019

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.