



**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: 12/4/2018 **VisitType:** Licensing Study **Arrival:** 9:25 AM **Departure:** 2:40 PM

CCLC-751

Our House

711 S. Columbia Dr. Decatur, GA 30030 DeKalb County
(404) 378-0938 ourhouse@ourhousega.org

Mailing Address

P O Box 1304
Decatur, GA 30031

Regional Consultant

Laurel Benta

Phone: (770) 357-3279

Fax: (770) 357-3281

carrie.spangler@decal.ga.gov

Joint with: Brandon Cason

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.
12/04/2018	Licensing Study	Good Standing	
04/25/2018	Monitoring Visit	Good Standing	
12/11/2017	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
Blg 1	Large	PreK	3	9	C	23	C	NA	NA	Centers
Total Capacity @35 sq. ft.:			23		Total Capacity @25 sq. ft.: 0					
New Blg	1st left	Three Year Olds and Four Year Olds	2	8	C	17	C	NA	NA	Transitioning
New Blg	2nd left	Two Year Olds and Three Year Olds	2	8	C	9	C	NA	NA	Breakfast
New Blg	3rd left	One Year Olds and Two Year Olds	3	7	C	9	C	NA	NA	Transitioning
New Blg	4th left	One Year Olds and Two Year Olds	2	5	C	9	C	NA	NA	Transitioning
New Blg	entrance	Infants	2	1	C	21	C	NA	NA	Nap
Total Capacity @35 sq. ft.:			65		Total Capacity @25 sq. ft.: 0					
Total # Children this Date:			38		Total Capacity @25 sq. ft.: 0					
Total Capacity @35 sq. ft.:			88		Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Blg 1	Outdoor classroom	21	C

Comments

The purpose of this visit was to conduct a Licensing Study.

Plan of Improvement: Developed This Date 12/04/2018

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.ga.gov/>
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.ga.gov

Tyese Lawyer, Program Official

Date

Laurel Benta, Consultant

Date

Brandon Cason, Consultant

Date



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Findings Report

Date: 12/4/2018 **VisitType:** Licensing Study **Arrival:** 9:25 AM **Departure:** 2:40 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Technical Assistance

Technical Assistance

591-1-1-.12(2) - Please ensure the knobs on the children's stove are replaced in the children dramatic play area and the black children's couch in the 3rd left classroom be replaced/repared.

Correction Deadline: 12/4/2018

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

N/A

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)

Not Met

Comment

Center appears clean and well maintained. Please ensure the bathrooms in the Large Pre-k classrooms are monitored and items are repaired as needed.

Finding

591-1-1-.25(12) requires heating and cooling equipment to be protected to prevent children from touching it. Fans, space heaters, etc. shall be positioned or installed so as to be inaccessible to the children. It was determined based on observation that the heating and cooling equipment in the Large Pre-K classroom was located in an unlocked room that was accessible to children.

POI (Plan of Improvement)

The Center will re-position or re-install equipment, as needed, and will make all such equipment inaccessible to children.

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

Not Met

Finding

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on observation that the fence on the far right side of the toddler playground was leaning and bent. It was further determined that 94 bolts were protruding more than two threads.

POI (Plan of Improvement)

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

Correction Deadline: 12/31/2018

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.

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

Proper hand washing observed throughout the center.

591-1-1-.20 Medications(CR)

Met

Comment

Documentation for medication dispensing observed complete.

Policies and Procedures

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 records that the center failed to provide complete documentation of fire drills for the months of March, June, September and November of 2018. It was further determined that the center failed to document tornado drills every six months.

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: 12/9/2018

Safety

591-1-1-.05 Animals**N/A****Comment**

Center does not keep animals on premises.

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

Age-appropriate discussion and/or redirection observed.

591-1-1-.13 Field Trips(CR)**N/A****Comment**

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)**N/A****Comment**

Center does not provide routine transportation.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**Not Met****Finding**

591-1-1-.30(1)(a)3 requires that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. It was determined based on observation that a child was sleeping in crib with a loose-fitting yellow sheet in the infant classroom.

POI (Plan of Improvement)

The center will ensure that each crib has an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant.

Correction Deadline: 12/4/2018

Staff Records

Records Reviewed: 21**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 11/22/2017

Staff # 2

Met

Date of Hire: 08/29/2017

Staff # 3 Date of Hire: 03/19/2018	Met
Staff # 4 Date of Hire: 01/06/2016	Met
Staff # 5 Date of Hire: 05/21/2018	Met
Staff # 6 Date of Hire: 11/12/2018	Met
Staff # 7 Date of Hire: 04/14/2015	Met
Staff # 8 Date of Hire: 09/26/2017	Met
Staff # 9 Date of Hire: 02/01/2013	Met
Staff # 10 Date of Hire: 01/04/2016	Met
Staff # 11 Date of Hire: 07/30/2018	Met
Staff # 12 Date of Hire: 08/13/2018	Met
Staff # 13 Date of Hire: 07/30/2018	Met
Staff # 14 Date of Hire: 08/03/2017	Met
Staff # 15 Date of Hire: 06/01/2012	Met
Staff # 16 Date of Hire: 09/28/2017	Met
Staff # 17 Date of Hire: 08/01/2018	Met

Records Reviewed: 21

Records with Missing/Incomplete Components: 0

Staff # 18 Date of Hire: 07/05/2017	Met
Staff # 19 Date of Hire: 01/22/2018	Met
Staff # 20 Date of Hire: 10/29/2018	Met
Staff # 21 Date of Hire: 05/03/2014	Met

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. Please port all staff record checks.

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

Comment

Please replace/add missing/expired item(s) in first aid kit(s).

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

Adequate supervision observed on this date.