



**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: 9/20/2017 **VisitType:** Licensing Study **Arrival:** 10:30 AM **Departure:** 1:45 PM

CCLC-9126

Rainbow Learning Center

200 North Forrest Street Valdosta, GA 31601 Lowndes County
(229) 244-9523 glendalewis1224@aol.com

Regional Consultant

Rena Keene

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Mailing Address

200 North Forrest st
Valdosta, GA 31601

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.
09/20/2017	Licensing Study	Good Standing	
04/12/2017	Monitoring Visit	Good Standing	
12/21/2016	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	Rm A	Infants and One Year Olds and Two Year Olds	2	12	C	10	NC	NA	NA	Floor Play, Nap
Main	Rm B	Three Year Olds and Four Year Olds	1	8	C	12	C	17	C	Transitioning, Circle Time, Lunch
Main	Rm C		0	0	C	6	C	NA	NA	
Total Capacity @35 sq. ft.:			28			Total Capacity @25 sq. ft.: 33				
Total # Children this Date: 20			Total Capacity @35 sq. ft.:			Total Capacity @25 sq. ft.: 33				

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

The purpose of today's visit was to conduct a Licensing Study. Director stated that there have been no new hires since last visit, although the need for part-time and substitute staff's compliance with Comprehensive Background requirements still need to be addressed.

Notice of No Liability Forms were discussed with director.

Plan of Improvement: Developed This Date 09/20/2017

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).



Reminder: All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.



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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@decga.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://decga.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)

Glenda Lewis, Program Official

Date

Rena Keene, Consultant

Date



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Findings Report

Date: 9/20/2017 **VisitType:** Licensing Study **Arrival:** 10:30 AM **Departure:** 1:45 PM

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The following information is associated with a Licensing Study:

Activities and Equipment**591-1-1-.12 Equipment & Toys(CR)****Met****Comment**

Observed-Variety Throughout Center

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

No Swimming Activities Provided

Children's Records**Records Reviewed: 6****Records with Missing/Incomplete Components: 5**

Child # 1

Met

Child # 2

Not Met

"Missing/Incomplete Components"

.08(1)(b)-Home Address Missing,.08(1)(b)-Work Address Missing,.08(c)-Address of Release Person Missing

Child # 3

Not Met

"Missing/Incomplete Components"

.08(1)(b)-Home Address Missing,.08(1)(b)-Work Address Missing,.08(c)-Address of Release Person Missing

Child # 4

Not Met

"Missing/Incomplete Components"

.08(1)(b)-Work Address Missing

Child # 5

Not Met

"Missing/Incomplete Components"

.08(1)(b)-Home Address Missing,.08(1)(b)-Work Address Missing

Child # 6

Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Allergies and Disabilities

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

Not Met

Comment

Parent Agreements Obtained/Completed

Comment

Parent Authorizations Obtained/Completed

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 a review of children's records that all required information was not obtained and on file as follows:

- * The work addresses were missing for one of the parents in three of six records reviewed
- * The work address for one of the parents was missing in four of six records reviewed
- * Addresses for persons to whom each child could be released were missing in two of the six records reviewed
- * Allergies and disabilities were not addressed in one of the six records reviewed

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: 9/20/2017

Facility

591-1-1-.06 Bathrooms

Met

Comment

Observation-Clean and Well Maintained

591-1-1-.19 License Capacity(CR)

Not Met

Finding

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on consultant's observation that twelve children, infants to two years of age, were cared for in a room licensed for ten children.

POI (Plan of Improvement)

The Center will limit the number of children in this space to the licensed capacity.

Correction Deadline: 9/20/2017

591-1-1-.25 Physical Plant - Safe Environment(CR)**Met****Comment**

Observation-Center Clean/Well Maintained

591-1-1-.26 Playgrounds(CR)**Technical Assistance****Technical Assistance**

591-1-1-.26(3) - Please be sure that the tarp which provides shade for the playground is replaced. Director stated that it was removed before the recent hurricane came through the area to prevent it from blowing off.

Correction Deadline: 10/20/2017**Correction Deadline: 5/1/2017****Corrected on 9/20/2017****.26(6) - All playground equipment was observed to be clean and in safe condition.****Food Service**

591-1-1-.15 Food Service & Nutrition**Met****Comment**

Menu Meets USDA Guidelines - lunch served during visit included chicken and noodles, green beans, peaches and 1% milk.

591-1-1-.18 Kitchen Operations**Met****Comment**

Kitchen Appears Clean/Well Organized

Health and Hygiene

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

Observed-Proper Diapering

Correction Deadline: 4/17/2017**Corrected on 9/20/2017****.10(3)(a) - Consultant observed during visit that the diaper changing pad in the infant/toddler area had been replaced with a pad with a smooth, non-porous and cleanable surface.**

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

Observed-Proper Hand Washing Throughout

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

Discussed-Documentation/Procedures - Director stated that medications are not administered to children at the center.

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 a review of the center's emergency drill log that no tornado drill had been conducted during the past year.

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: 9/25/2017

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

Observed-All Notices Posted

Safety

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

No Animals Kept

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

Observed-Positive Learning Environment

591-1-1-.13 Field Trips(CR)**Met****Comment**

No Field Trips at This Time

591-1-1-.36 Transportation(CR)**Technical Assistance****Technical Assistance**

591-1-1-.36 - No routine transportation is currently provided. Director stated that the center is going to begin transporting children from school to the center. Transportation documentation was discussed with director including transportation logs, written parental authorization, emergency medical information to be maintained on the vehicle used to transport children and the annual vehicle inspection required. Consultant also discussed CPR and First Aid requirements for transportation, as well as fire extinguisher requirements and safety restraints required.

Sleeping & Resting Equipment

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

591-1-1-.30(1)(a) requires a crib that is safety approved in compliance with Consumer Product Safety Commission (CPSC) and American Society of Testing and Materials International (ASTM) safety standards be provided for each infant. It was determined based on consultant's observation that a crib was not available for each infant receiving child care. Six infants were present during the visit, but only three cribs were available for infant sleep.

POI (Plan of Improvement)

The Center will provide a crib that is safety approved in compliance with CPSC and ASTM safety standards for each infant. Director stated that she has ordered two additional cribs, but consultant advised that approved sleeping equipment is required for each infant enrolled.

Correction Deadline: 9/30/2017

Technical Assistance

591-1-1-.30(2)(c) requires that infants shall not sleep in equipment other than safety-approved cribs, such as, but not limited to, a car safety seat, bouncy seat, highchair, or swing. Infants who arrive at the Center asleep or fall asleep in such equipment, on the floor or elsewhere, shall be transferred to a safety-approved crib. Please be sure that a crib approved for sleep is available for all infants enrolled and that infants are not allowed to sleep in bouncy seats and other equipment not approved for sleep.

Correction Deadline: 9/20/2017

Staff Records

Records Reviewed: 7

Records with Missing/Incomplete Components: 2

Staff # 1	Met
Date of Hire: 01/21/2003	
Staff # 2	Met
Date of Hire: 04/10/2003	
Staff # 3	Met
Date of Hire: 04/01/2003	
Staff # 4	Met
Date of Hire: 01/23/2003	
Staff # 5	Not Met
Date of Hire: 01/21/2003	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training,.33(3)-Health & Safety Certificate	
Staff # 6	Met
Date of Hire: 02/20/2006	
Staff # 7	Not Met
Date of Hire: 08/22/2003	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training,.33(3)-Health & Safety Certificate	

Staff Credentials Reviewed: 7

591-1-1-.09 Criminal Records Check(CR)

Technical Assistance

Comment

No new hires

Correction Deadline: 4/13/2017

Corrected on 9/20/2017

.09(1)(a) - Letters showing a satisfactory background check were observed for all staff on site during September 20, 2017 visit. See Technical Assistance remarks for same rule.

Technical Assistance

591-1-1-.09(1)(c) - Based on the statements of the director, two other employees remain on staff as substitutes, but have not obtained background checks through the fingerprinting as required by the department. Regulations regarding current Comprehensive Satisfactory Background checks were discussed with director, including the change which no longer allows our department to accept Board of Education results. Director was advised that no staff will be allowed to be on site with the children effective on the day of visit, who do not have evidence through fingerprinting of a satisfactory Comprehensive Background determination by the department.

Correction Deadline: 9/20/2017

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

Correction Deadline: 5/12/2017

Corrected on 9/20/2017

.14(1) - Current certification in CPR and First Aid was observed for three of the five current employees, including the director.

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 staff records that two of the five current employees on staff have not completed the required six hour Health and Safety Orientation training.

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: 10/20/2017

Finding

591-1-1-.33(5) requires the Director and person with primary responsibility for food preparation to have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on a review of staff records that the cook has not obtained the required four hours of food service training required by the department.

POI (Plan of Improvement)

The Center will schedule food preparation training, as required, and follow up to ensure the training is completed. The director stated that the food service training is scheduled for this weekend.

Correction Deadline: 10/20/2017

Defer

591-1-1-.33(5)- Because this rule violation was cited previously during this calendar year on April 12, 2017, an additional citation for this rule violation is being deferred until December 31, 2017. Ongoing training for the 2017 calendar year will be evaluated after that date.

POI (Plan of Improvement)

The center will plan and schedule the required 10 hours of ongoing training each year and follow up to ensure the training is completed.

Correction Deadline: 5/12/2017

591-1-1-.31 Staff(CR)**Not Met****Finding**

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on a review of staff records that one of two lead teachers do not possess a current credential. The employee had a CDA certification that expired in June, 2017.

POI (Plan of Improvement)

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience. As long as the current staff holding the position remains, a professional development plan will be developed and retained on file in the employee's record.

Correction Deadline: 9/20/2017

Staffing and Supervision

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

Comment

Observed-Appropriate Staff:Child Ratios

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

Comment

Observed-Direct Supervision/Attentive Staff