



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: 10/9/2018 **VisitType:** Licensing Study **Arrival:** 9:00 AM **Departure:** 11:30 AM

CCLC-94

Rochelle's Day Care Center

2351 Riverside Ave. Waycross, GA 31501 Ware County
 (912) 283-7568 rochelleschildcarecenter@gmail.com

Regional Consultant

Connie Boatright
 Phone: (912) 544-9701
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 connie.boatright@decals.ga.gov

Mailing Address
 Same

Quality Rated: ★ ★

Compliance Zone Designation		
10/09/2018	Licensing Study	Good Standing
03/21/2018	Monitoring Visit	Good Standing
08/28/2017	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	
Main	A	Infants	1	2	C	7	C	NA	NA	Free Play, Nap	
Main	B	One Year Olds	2	7	C	18	C	NA	NA	Circle Time	
Main	C	Infants and One Year Olds	1	2	C	17	C	NA	NA	Free Play	
Main	D	Three Year Olds and Six Year Olds and Over	2	24	C	31	C	NA	NA	Circle Time	
Main	E	Two Year Olds	2	13	C	26	C	NA	NA	Art	
Total Capacity @35 sq. ft.:			99			Total Capacity @25 sq. ft.:			0		
Total # Children this Date: 48			Total Capacity @35 sq. ft.: 99			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Plygrd 1	63	C
Main	plygrd 2	42	C
Main	Plygrd 3	191	C
Main	plygrd 4	72	C

Comments

This Licensing Study is the first regulatory visit for Rochelle's Day Care Center this 2018 - 2019 fiscal year.

The center currently has a one - star Quality Rating.

The consultant reviewed all staff files and finds that each staff member has a satisfactory criminal records clearance determination letter on file. The consultant discussed with the center staff member in charge effective October 1, 2018 all staff are required to have a comprehensive satisfactory fingerprint criminal records clearance determination letter on file prior to beginning work.

The center does not administer medication, no field trips or routine transportation is provided. The center does not provide liability insurance.

Plan of Improvement: Developed This Date 10/09/2018

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.al.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.al.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.al.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.decal.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@decal.ga.gov

Kerrie Taft, Program Official

Date

Connie Boatright, 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-.03 Activities

Not Met

Comment

The consultant observed age appropriate activities throughout the center.

Correction Deadline: 10/9/2018

Finding

591-1-1-.03(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. It was determined based on the consultant's observation and the lead teacher's statement that no current lesson plan was available in the three-year-old classroom.

POI (Plan of Improvement)

The Center will keep current lesson plans on site that include appropriate instruction practices and activities and will have sufficient and varied play and learning equipment and materials to support the activities.

Correction Deadline: 10/9/2018

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.

Children's Records

Records Reviewed: 8

Records with Missing/Incomplete Components: 0

Child # 1

Met

Records Reviewed: 8

Records with Missing/Incomplete Components: 0

Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met
Child # 6	Met
Child # 7	Met
Child # 8	Met

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

Not Met

Comment

Parent agreements observed obtained/completed.

Comment

Parent authorizations obtained/completed.

Comment

Records were observed to be complete and well organized.

Finding

591-1-1-.08(6) requires the Center to maintain records of a child's daily arrival and departure for the twelve (12) preceding months that the Parent or person(s) authorized by the Parent documents, in written or electronic format, each time the Parent or authorized person drops off and picks up the child. The documentation shall include at least the date, the child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person at the time of arrival and departure. These records shall be made available to the Department in printed or written form upon request. It was determined based on the consultant's review of the sign in and sign out sheet and child head count that 11 children were signed in and 13 children were present in the two-year-old classroom. Additionally, 19 children were signed in and 24 children were present in the three-year-old classroom.

POI (Plan of Improvement)

The Center will maintain arrival and departure records as required, will ensure the documentation includes all of the required information, and will provide the records to the Department when requested.

Correction Deadline: 10/9/2018

Facility

591-1-1-.06 Bathrooms

Not Met

Finding

591-1-1-.06(6) requires Center Staff to equip bathrooms with soap, toilet tissue and single-use towels or cloth towels used only once between laundering. It was determined based on the consultant's observation that no bathroom tissue paper was available in the bathroom joining the three-year-old and two-year-old children.

POI (Plan of Improvement)

The Center will provide all required supplies and will train and monitor Staff to ensure that supplies are available in bathrooms. Cloth towels will be used only once between laundering.

Correction Deadline: 10/9/2018

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

Please be mindful to keep items that pose a hazard inaccessible to children.

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

Technical Assistance

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

Technical Assistance

591-1-1-.26(6) - The center director will monitor the playground area for equipment that may be rusting and / or chipping paint and will either repair, replace or remove the equipment prior to the next visit from BFTS.

Correction Deadline: 10/19/2018

Food Service

591-1-1-.15 Food Service & Nutrition

Met

Comment

Center menu meets USDA guidelines.

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

Staff were observed to remind children to wash hands.

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

Met

Comment

The assistant director stated no medications are being administered.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures

Met

Comment

The consultant observed a thoroughly documented fire and tornado drill log.

Correction Deadline: 10/14/2018

591-1-1-.22 Parental Access

Met

Comment

The consultant observed the parental access notice to be posted in the center foyer.

Correction Deadline: 10/9/2018

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

Observed all required posted notices.

Safety

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

Center does not keep animals on premises.

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

Age-appropriate discussion and/or redirection observed.

Comment

Staff were observed to maintain a positive learning environment 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)**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: 11**Records with Missing/Incomplete Components: 1**

Staff # 1

Met

Date of Hire: 09/10/2018

Staff # 2

Met

Date of Hire: 10/24/1996

Staff # 3

Met

Date of Hire: 04/17/2018

Staff # 4

Not Met

Date of Hire: 02/14/2018

"Missing/Incomplete Components"

.33(4)-Food Prep Training Missing 4 hrs.

Records Reviewed: 11

Records with Missing/Incomplete Components: 1

Staff # 5 Date of Hire: 05/21/2018	Met
Staff # 6 Date of Hire: 02/02/2015	Met
Staff # 7 Date of Hire: 04/16/1990	Met
Staff # 8 Date of Hire: 02/16/2015	Met
Staff # 9 Date of Hire: 08/29/2018	Met
Staff # 10 Date of Hire: 07/23/2015	Met
Staff # 11 Date of Hire: 03/22/2017	Met

Staff Credentials Reviewed: 11

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

Comment

Criminal record checks were observed to be complete.

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

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR.

591-1-1-.24 Personnel Records **Met**

Comment

The consultant observed the personnel records to be neat and in order.

Correction Deadline: 10/16/2018

591-1-1-.33 Staff Training **Not Met**

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 the consultant's review of all staff files that a cook hired February 14, 2018 has not completed the required four hours of food preparation training.

POI (Plan of Improvement)

The Center will schedule food preparation training, as required, and follow up to ensure the training is completed.

Correction Deadline: 11/8/2018

Correction Deadline: 9/27/2017

Corrected on 10/9/2018

.33(6) - The previous citation is observed to be corrected on this date.

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

Met

Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

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.