



**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:** 3/18/2019    **VisitType:** Monitoring Visit    **Arrival:** 9:50 AM    **Departure:** 12:30 PM

**CCLC-94**

**Rochelle's Day Care Center**

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

**Regional Consultant**

Beth Houtz

Phone: (229) 238-2130  
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beth.houtz@decal.ga.gov

**Mailing Address**  
Same

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>		
03/18/2019	Monitoring Visit	Good Standing
10/09/2018	Licensing Study	Good Standing
03/21/2018	Monitoring Visit	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		0	0	C	7	C	NA	NA		
Main	B	One Year Olds	2	14	C	18	C	NA	NA	Floor Play	
Main	C	Infants and One Year Olds	1	5	C	17	C	NA	NA	Floor Play	
Main	D	Three Year Olds	2	24	C	31	C	NA	NA	Outside	
Main	E	Two Year Olds	2	14	C	26	C	NA	NA	Centers	
Total Capacity @35 sq. ft.:			99			Total Capacity @25 sq. ft.:			0		
Total # Children this Date: 57			Total Capacity @35 sq. ft.:			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**

The purpose of today's visit is a monitoring visit and a follow up for any previous rule citations. This is the second visit of the fiscal year. The center does not provide transportation.

Plan of Improvement: Developed This Date 03/18/2019

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/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.

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#### 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](mailto: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.

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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](mailto:qualityrated@dec.state.ga.us)

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Kerrie Taft, Program Official

Date

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Beth Houtz, Consultant

Date



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### Findings Report

**Date:** 3/18/2019    **VisitType:** Monitoring Visit    **Arrival:** 9:50 AM    **Departure:** 12:30 PM

#### CCLC-94

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

#### 591-1-1-.03 Activities

Met

**Correction Deadline: 10/9/2018**

**Corrected on 3/18/2019**

.03(2) - This citation was observed to be corrected on this date. A current lesson plan was observed in the three-year-old classroom.

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

Not Met

#### Finding

591-1-1-.12(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. It was determined based on observation that in the three-year-old classroom there was a beige shelf in the dramatic play area next to the play stove that was not secured and presented a tipping hazard. Additionally, between the sink and closet on the left hand side of the classroom there were two dark brown shelves stacked together that were not secured and presented a tipping hazard.

#### POI (Plan of Improvement)

The Center will ensure that the identified equipment or furniture and any other such existing or future items are secured adequately and will have a system for checking these for stability.

**Correction Deadline: 3/18/2019**

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

Met

#### Comment

Center does not provide swimming activities.

### Children's Records

**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 four infants were signed in and five infants were present in the infant classroom. In the three-year-old classroom 24 children were present and 22 children were signed in. In the two-year-old classroom 14 children were present and only 12 children were signed in. Additionally, one before school child was signed in but not signed out.

**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: 3/19/2019**

**Recited on 3/18/2019**

<b>Facility</b>
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**591-1-1-.06 Bathrooms****Not Met****Finding**

591-1-1-.06(4) requires a Center first licensed after March 1, 1991, and Centers that remodel or add to existing plumbing facilities, to have the bathroom area fully enclosed and ventilated to the outside of the building with either an open screened window or functioning exhaust fan and duct system and requires Centers without fully enclosed bathrooms to ensure there is adequate ventilation to control odors and adequate sanitation measures to prevent the spread of contagious diseases. It was determined based on observation that in the bathroom between the two-year-old classroom and the three-year-old classroom the ventilation exhaust fan was not operable as required.

**POI (Plan of Improvement)**

The Center will fully enclose and ventilate bathroom areas, as required, and will provide adequate ventilation and sanitation in bathrooms that are not fully enclosed.

**Correction Deadline: 4/17/2019**

**Correction Deadline: 10/9/2018**

**Corrected on 3/18/2019**

**.06(6) - This citation was observed to be corrected on this date. The consultant observed tissue paper and proper supplies in each bathroom.**

**Finding**

591-1-1-.06(7) requires Center Staff to ensure bathrooms are cleaned daily with a disinfectant. It was determined based on observation that the toilets in the bathrooms of the one-year-old classroom and three-year-old classrooms had black rings around the water line inside of the toilet and were in need of cleaning.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to ensure that bathrooms are cleaned and disinfected daily and that this is monitored daily.

**Correction Deadline: 3/18/2019**

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**591-1-1-.19 License Capacity(CR)****Met****Comment**

Licensed capacity observed to be routinely met by center.

**Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that under the double sink on the left hand side of the three-year-old classroom a plastic bag and toilet bowl brush were accessible to children in care and the broom and dust pan were in the classroom next to the door and accessible to children in care. Additionally, in the two-year-old classroom diapers still in the plastic bags were under the changing table and accessible to children presenting a possible choking hazard.

**POI (Plan of Improvement)**

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

**Correction Deadline: 3/18/2019****Finding**

591-1-1-.25(8) requires protective caps on all unused electrical outlets within children's reach and requires that electrical outlets in use be made inaccessible to children. It was determined based on observation that two outlets in the three-year-old classroom were not covered as required.

**POI (Plan of Improvement)**

The Center will train Staff to check outlets and replace protective caps when needed and identify and monitor how outlets in use are inaccessible to children.

**Correction Deadline: 3/18/2019**

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**591-1-1-.26 Playgrounds(CR)****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 following fence issues were observed:

- On the playground that is on the right hand side of the building there was a gap at the bottom of the fence next to the parking lot. The gap measured four inches high and ten inches wide.
- The fence between the right hand side playground and the back playground had a gap at the bottom where a hole had been dug in the ground. The gap measured four inches tall and eight inches wide.
- On the older back playground on the back of the fence by the shed and yellow climber the fence was not secured at the bottom and there was a gap at the bottom that measured five inches high and ten inches wide.
- The left side front playground had a gap at the bottom of the fence that measured three inches tall and five inches wide.
- On the left side middle playground the fence was not secured at the bottom between the playgrounds and at the back.

**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. The consultant discussed with the director about adding boards to the bottom of the fence to keep lawn mowers and other equipment from hitting and loosening the fence at the bottom.

**Correction Deadline: 4/5/2019****Finding**

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation that the metal play equipment on all the playgrounds had chipping paint and were rusted in the corners.

**POI (Plan of Improvement)**

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

**Correction Deadline: 4/8/2019**

**Finding**

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation that under the swings on the back playground there was three inches of resilient surface and not the required six inches. Additionally, on the left side play ground under the slide there was two inches of resilient surface and not the required three inches.

**POI (Plan of Improvement)**

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

**Correction Deadline: 3/28/2019**

**Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that on the middle playground on the right side there were water hoses next to the door accessible to children. In addition, a blue resin car that was secured into the ground had standing water inside of the car where the children would put their feet.

**POI (Plan of Improvement)**

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

**Correction Deadline: 3/18/2019**

**Food Service**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.15(4) - The consultant observed one of four feeding chairs to have a rip on the back exposing the inside foam. The center will repair, replace, or remove the feeding chair to ensure all feeding chairs are cleanable as required. Additionally, the consultant did not observe any straps on the feeding table chairs. The staff stated that the straps were in the wash and would be put back on the feeding chairs.

**Correction Deadline: 3/18/2019**

**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)**

**Not Met**

**Comment**

Proper hand washing observed throughout the center.

**Finding**

591-1-1-.17(6) requires garbage and organic waste to be stored in containers that are lined with plastic liners and have tight-fitting covers. Trash and garbage shall be removed from the building daily or as often as necessary to maintain the premises in a clean condition. It was determined based on observation that in the three-year-old classroom there was one trash can with organic trash from breakfast inside with no cover. In addition, one trash can next to the back door did not have a liner as required.

**POI (Plan of Improvement)**

The Center will provide the required containers and implement a plan to ensure that trash and garbage are taken out daily, or more often, if needed.

**Correction Deadline: 3/18/2019**

**591-1-1-.20 Medications(CR)****Not Met****Finding**

591-1-1-.20(1) requires Personnel to obtain specific written authorization from the child's physician or parent in order to dispense prescription or non-prescription medications, except for first aid. Such authorization will include when applicable, date; full name of the child; name of the medication; prescription number, if any; dosage; the dates to be given; the time of day to be dispensed; and signature of parent. It was determined based on a review of medication records that in the one-year-old classroom there was an authorization for medication sheet that did not have the child's name, name of medication, prescription number, time medication was to be given, amount of medication to be given, dates medication was to be given filled out at the top of the authorization. Additionally, there was no parent signature authorizing medication to be dispensed.

**POI (Plan of Improvement)**

The Center will train Staff to obtain and review parental authorizations to ensure the authorization contains complete information. The designated person(s) will monitor daily. The center did have a copy of a prescription label behind the medication authorization form but there was no name on the authorization form so the consultant could not verify that the copied prescription matched the authorization form.

**Correction Deadline: 3/18/2019**

**Finding**

591-1-1-.20(3) requires the Center to maintain a record of medication dispensed that includes the date, time and amount of medication, any noticeable adverse reaction, and the signature or initials of the person administering the medication. It was determined based on a review of medication records that in the one-year-old classroom there was an authorization for medication sheet that did not have the amount given indicated or any adverse or no reaction indicated for the February 26, 2019, February 27, 2019, and February 28, 2019 administrations. Additionally, the staff who administered the medication only initialed and did not sign the form as required. Staff stated that the child receives ongoing breathing treatments but did not have any medication authorization forms for the month of March 2019.

**POI (Plan of Improvement)**

The Center will train Staff responsible for dispensing medication in the accurate completion and storage of the records and will implement a plan to monitor this.

**Correction Deadline: 3/18/2019**

<b>Safety</b>
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**591-1-1-.11 Discipline(CR)****Met****Comment**

Staff were observed to maintain a positive learning environment on this date.

**591-1-1-.36 Transportation(CR)****Met****Comment**

Center does not provide routine transportation.

<b>Sleeping &amp; Resting Equipment</b>
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**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 one of six crib sheets in the infant room were not tight fitting as required.

**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. The director stated that the parent supplies the crib sheet due to allergies and that they would ask the parent to bring in sheet clips to help keep the sheet tight fitting as required.

**Correction Deadline: 3/18/2019**

**Finding**

591-1-1-.30(1)(b)1 requires that cots and mats are of sound construction and of sufficient size to accommodate comfortably the size and weight of the child; and that mats are in good repair, washable, covered with a waterproof material and at least two inches (2") thick. It was determined based on observation that in the one-year-old classroom that seven of 16 mats were torn and frayed in the corners with exposed foam, preventing the mats from being washable and water proof as required. Additionally, in the three-year old and two-year-old classrooms there were extra mats that were torn and ripped with the foam exposed.

**POI (Plan of Improvement)**

The Center will ensure that cots and mats are of sound construction and of sufficient size to accommodate the size and weight of the child and mats are in good repair, washable, covered with a waterproof material and is at least two inches thick.

**Correction Deadline: 3/18/2019**

<b>Staff Records</b>
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**Records Reviewed: 11**

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

Staff # 1	Met
Date of Hire: 07/24/2018	
Staff # 2	Met
Date of Hire: 09/10/2018	
Staff # 3	Met
Date of Hire: 10/24/1996	
Staff # 4	Met
Date of Hire: 02/14/2018	
Staff # 5	Met
Date of Hire: 12/12/2018	
Staff # 6	Met
Date of Hire: 05/21/2018	
Staff # 7	Met
Date of Hire: 02/02/2015	
Staff # 8	Met

**Records Reviewed: 11**

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

Date of Hire: 01/22/2019

Staff # 9

Met

Date of Hire: 02/16/2015

Staff # 10

Met

Date of Hire: 08/29/2018

Staff # 11

Met

Date of Hire: 07/23/2015

**Staff Credentials Reviewed: 11**

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

**Met**

**Comment**

Director provided three file(s) for employees hired since last visit.

**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 director's statement 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: 3/22/2019**

**Recited on 3/18/2019**

**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**

Center observed to maintain appropriate staff:child ratios.