



**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: 4/25/2018 **VisitType:** Licensing Study **Arrival:** 10:05 AM **Departure:** 2:15 PM

CCLC-954

Easter Seals Child Dev Ctr - Brookvalley

1146 Sheridan Road Atlanta, GA 30324 Fulton County
(404) 633-6083 scrutcher@esng.org

Regional Consultant

Margarita Collier

Phone: (770) 342-7934

Fax: (678) 891-5989

margarita.collier@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.
04/25/2018	Licensing Study	Good Standing	
10/18/2017	Monitoring Visit	Good Standing	
06/12/2017	Complaint Closure	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	Room 2L	Three Year Olds and Four Year Olds	2	9	C	12	C	NA	NA	Centers,Art	
Main	Room 2R	Two Year Olds	2	6	C	13	C	NA	NA	Nap	
Main	Room A	Four Year Olds and Five Year Olds	1	18	C	21	C	NA	NA	Nap	
Main	Room B	Four Year Olds and Five Year Olds	2	15	C	22	C	NA	NA	Transitioning	
Main	Room C	Three Year Olds and Four Year Olds	2	13	C	19	C	NA	NA	Circle Time,Music	
Main	Room D	Four Year Olds	2	14	C	17	C	NA	NA	Transitioning	
Main	Room E	Five Year Olds	2	17	C	20	C	NA	NA	Centers	
Main	Room F	Four Year Olds and Five Year Olds	2	19	C	21	C	NA	NA	Centers	
Main	Room G	Three Year Olds and Four Year Olds	2	14	C	17	C	NA	NA	Art	
Main	Room I	Two Year Olds and Three Year Olds	2	5	C	13	C	NA	NA	Centers	
Total Capacity @35 sq. ft.: 175						Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 130						Total Capacity @35 sq. ft.: 175					Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Front Left Playground	45	C

Main	Front Right Playground	9	C
Main	Rear Left Playground	14	C

Comments


The purpose of this visit was to conduct a licensing study visit and to follow-up on the previous visit conducted on October 18, 2017.

Consultant discussed the following information with the director on this date:

- Updated USDA menu guidelines.
- Comprehensive background check due date - October 1, 2018.

Plan of Improvement: Developed This Date 04/25/2018

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).



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.

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@decalf.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://decalf.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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.decalf.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@decalf.ga.gov

Sally Crutcher, Program Official

Date

Margarita Collier, Consultant

Date



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

Findings Report

Date: 4/25/2018 **VisitType:** Licensing Study **Arrival:** 10:05 AM **Departure:** 2:15 PM

CCLC-954**Easter Seals Child Dev Ctr - Brookvalley**

1146 Sheridan Road Atlanta, GA 30324 Fulton County
(404) 633-6083 scrutcher@esng.org

Mailing Address
Same

Regional Consultant

Margarita Collier

Phone: (770) 342-7934
Fax: (678) 891-5989
margarita.collier@decal.ga.gov

The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities**Technical Assistance****Technical Assistance**

Please ensure staff members post the current week's lesson plans.

Correction Deadline: 4/25/2018

591-1-1-.12 Equipment & Toys(CR)**Technical Assistance****Comment**

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

Technical Assistance

Consultant discussed monitoring toys and equipment for normal wear and tear with the director on this date.

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

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5**Records with Missing/Incomplete Components: 0**

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

591-1-1-.08 Children's Records**Met****Comment**

Parent authorizations obtained/completed.

Comment

Records were observed to be complete and well organized.

Facility

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 consultant's observation the ventilation in the restroom suite shared between classroom F and classroom G was inoperable on this date.

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: 5/25/2018

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)**Technical Assistance****Technical Assistance**

Consultant discussed monitoring light fixtures for normal wear and tear with the director on this date.

Technical Assistance

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

591-1-1-.26 Playgrounds(CR)**Met****Comment**

Playground observed to be clean and in good repair.

Comment

Trees located on the site or that encroach onto the site from adjacent properties may have structural issues that present an elevated level of risk. Consider having these trees inspected by a certified arborist to determine their structural integrity and associated levels of risk.

Food Service

591-1-1-.15 Food Service & Nutrition**Technical Assistance****Comment**

Center menu meets USDA guidelines.

Technical Assistance

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018:

- Three components for breakfast: grains, vegetables, fruits or both, and milk
- Five components for lunch grains, meat/meat alternates, fruits, vegetable, and milk or grains, meat/meat alternates, two different types of vegetables, and milk
- Two of five components for snack

Consultant provided the director with an updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers on this date. The crediting handbook for the CACFP can be located on DECAL and USDA's website:

DECAL - <http://decal.ga.gov/CACFP/Handbook.aspx> and 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.

Comment

Staff were observed to remind children to wash hands.

591-1-1-.20 Medications(CR)**Technical Assistance****Technical Assistance**

Discussed proper medication documentation and procedures.

Policies and Procedures**591-1-1-.21 Operational Policies & Procedures****Met****Comment**

Consultant observed the center to have complete documentation of fire drills, tornado drills, and lock down drills on this date.

Correction Deadline: 4/30/2018

591-1-1-.27 Posted Notices**Technical Assistance****Technical Assistance**

Please make sure that all required signs are posted and up to date.

591-1-1-.29 Required Reporting**Met****Comment**

Discussed reporting requirements.

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**

Field trip documentation observed to be complete.

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**

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: 20**Records with Missing/Incomplete Components: 2**

Staff # 1	Met
Date of Hire: 05/22/2012	
Staff # 2	Met
Date of Hire: 09/15/2015	
Staff # 3	Met
Date of Hire: 11/07/2011	
Staff # 4	Met
Date of Hire: 09/06/2017	
Staff # 5	Met
Date of Hire: 01/09/2007	
Staff # 6	Met
Date of Hire: 09/28/1998	
Staff # 7	Met
Date of Hire: 01/01/2013	
Staff # 8	Met
Date of Hire: 07/21/2014	
Staff # 9	Met

Records Reviewed: 20**Records with Missing/Incomplete Components: 2**

Date of Hire: 09/06/2016

Staff # 10

Not Met

Date of Hire: 12/05/2011

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 11

Met

Date of Hire: 11/01/2010

Staff # 12

Met

Date of Hire: 06/30/2016

Staff # 13

Met

Date of Hire: 12/01/2014

Staff # 14

Met

Date of Hire: 10/02/2006

Staff # 15

Not Met

Date of Hire: 10/28/2008

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 16

Met

Date of Hire: 04/11/2011

Staff # 17

Met

Date of Hire: 05/01/2017

Staff # 18

Met

Date of Hire: 11/21/2013

Staff # 19

Met

Date of Hire: 04/15/2013

Staff # 20

Met

Date of Hire: 11/07/2013

Staff Credentials Reviewed: 20**591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit was conducted on October 18, 2017.

Comment

Consultant reviewed 20 staff files on this date. Consultant observed 20 of 20 staff members to have evidence of a satisfactory determination letter on file on this date.

591-1-1-.14 First Aid & CPR**Not Met****Comment**

Evidence observed of 50% of center staff certified in First Aid and CPR.

Finding

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on consultant's review of the staff files the director did not have evidence of a current first aid and CPR card on file on this date.

POI (Plan of Improvement)

The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

Correction Deadline: 5/4/2018

Recited on 4/25/2018

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 consultant's review of staff files one of 20 staff members hired prior to September 30, 2016 did not have evidence of a current first aid and CPR training card on file.

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: 5/25/2018

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

Please ensure all newly hired staff members complete the following training:

- Health and safety orientation training within the first 90-days of their date of hire.
- First aid and CPR training within the first 90-days of their date of hire.
- At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children.

Please ensure all staff members that provide direct care to children (supervisory staff, teachers, and substitute teachers) complete the required 10 hours of annual training for the year 2018.

Finding

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on consultant's review of staff files one of 20 staff members completed less than 10 hours of the required annual training for the year 2017.

POI (Plan of Improvement)

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

Correction Deadline: 5/25/2018

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

Met

Comment

Consultant observed all staff members to comply with all laws and regulations on this date.

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

Discussed combining children of mixed ages.