



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

Cover Sheet

Date: 12/12/2022 **VisitType:** Licensing Study

Arrival: 12:35 PM

Departure: 3:05 PM

CCLC-34994

Rollins Child Development Center

676 Henderson Dr. Cartersville, GA 30120 Bartow County
 (678) 535-5200 mhenry@rollinscdc.com

Regional Consultant

Chasity Baugh

Phone: (770) 357-1717

Fax: (770) 357-1720

chasity.baugh@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.
12/12/2022	Licensing Study	Good Standing	
05/25/2022	Monitoring Visit	Good Standing	
10/26/2021	Licensing Study	Good Standing	

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	108 A		0	0	C	8	C	NA	NA	Not In Use
Main	110 B	Infants and One Year Olds	2	7	C	12	C	NA	NA	Floor Play
Main	115 C	One Year Olds and Two Year Olds	1	5	C	12	C	NA	NA	Nap
Main	119 D	Two Year Olds and Three Year Olds	1	5	C	10	C	NA	NA	Nap
Main	122 E	Three Year Olds	1	9	C	10	C	NA	NA	Nap
Main	125 K	Three Year Olds and Four Year Olds	1	9	C	12	C	NA	NA	Nap
Main	130 F		0	0	C	9	C	NA	NA	
Main	134 J	Five Year Olds	1	4	C	12	C	NA	NA	Nap
Main	136 G		0	0	C	9	C	NA	NA	
Main	141 H	Four Year Olds and Five Year Olds	1	6	C	14	C	NA	NA	Nap
Main	145 I	Five Year Olds	1	6	C	14	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 122					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 51			Total Capacity @35 sq. ft.: 122			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	1st Left Infant	16	C
Main	2nd Left Toddler	7	C
Main	Rear Preschool	48	C

Comments

A Licensing Study was completed on December 12, 2022.

Plan of Improvement: Developed This Date 12/12/2022

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/RuleAndRegulations.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



Important Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

Contact the Quality Rated help desk at 855-800-7747 or qualityrated@dec.state.ga.us for more information. Free technical assistance is available!

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), do the following:

- 1) Log into DECAL KOALA www.decalkoala.com with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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)

Melissa Henry, Program Official

Date

Chasity Baugh, 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: 12/12/2022 **VisitType:** Licensing Study

Arrival: 12:35 PM

Departure: 3:05 PM

CCLC-34994

Rollins Child Development Center

676 Henderson Dr. Cartersville, GA 30120 Bartow County
(678) 535-5200 mhenry@rollinscdc.com

Regional Consultant

Chasity Baugh

Phone: (770) 357-1717

Fax: (770) 357-1720

chasity.baugh@decal.ga.gov

Mailing Address

Same

The following information is associated with a Licensing Study:

Activities and Equipment

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

Met

Comment

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

Comment

Equipment and furniture observed to be properly secured, as applicable.

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

N/A

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

Technical Assistance

Comment

Records were observed to be complete and well organized.

Technical Assistance

Consultant discussed 591-1-1-.08(6) which 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

Correction Deadline: 12/12/2022

Facility

591-1-1-.06 Bathrooms **Met**

Comment

Bathrooms observed to be clean and well maintained.

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

Center appears clean and well maintained.

Comment

No hazards observed accessible to children on this date.

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

Comment

Consultant discussed replacing any worn play equipment on the infant playground.

Comment

Playground observed to be clean and in good repair.

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) **Not Met**

Comment

Staff state proper knowledge of diapering procedures.

Finding

591-1-1-.10(1) requires Centers first licensed after March 1, 1991, and Centers that are renovated after March 1, 1991, to provide ventilation in the diapering areas with functioning exhaust fans and a duct system or by the required amount of window space provided by operable windows when open. It was determined based on observation the ventilation system in classroom 115 was not operable at time of visit.

POI (Plan of Improvement)

The responsible person(s) at the center will ensure that the exhaust fans and duct systems are functioning or that the required amount of operable window space is provided in each diapering area.

Correction Deadline: 12/12/2022

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

Comment

Proper hand washing of children and staff was discussed with the director on this date.

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

Comment

Discussed Medical Authorization, provider only administers life sustaining medication. No medication was given since last visit.

Policies and Procedures

591-1-1-.29 Required Reporting Met

Comment

Thank you for reporting as required.

Safety

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

Comment

Regulations regarding proper discipline were discussed with the director on this date.

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) Met

Comment

Discussed SIDS and infant sleeping position.

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 37

Records with Missing/Incomplete Components: 1

Staff # 1 Met

Date of Hire: 07/11/2022

Staff # 2 Met

Date of Hire: 02/08/2019

Staff # 3 Met

Date of Hire: 03/02/2013

Staff # 4 Date of Hire: 12/07/2012	Met
Staff # 5 Date of Hire: 08/08/2022	Met
Staff # 6 Date of Hire: 05/27/2015	Met
Staff # 7 Date of Hire: 09/21/2016	Met
Staff # 8 Date of Hire: 10/13/2016	Met
Staff # 9 Date of Hire: 05/03/2013	Met
Staff # 10 Date of Hire: 12/03/2012	Met
Staff # 11 Date of Hire: 12/08/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 12 Date of Hire: 06/19/2017	Met
Staff # 13 Date of Hire: 11/11/2019	Met
Staff # 14 Date of Hire: 12/28/2021	Met
Staff # 15 Date of Hire: 07/02/2018	Met
Staff # 16 Date of Hire: 10/23/2017	Met
Staff # 17 Date of Hire: 03/27/2017	Met
Staff # 18 Date of Hire: 06/25/2012	Met

Staff # 19 Date of Hire: 09/01/2011	Met
Staff # 20	Met
Staff # 21 Date of Hire: 01/06/2022	Met
Staff # 22 Date of Hire: 10/17/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 23 Date of Hire: 10/25/2021	Met
Staff # 24 Date of Hire: 03/22/2013	Met
Staff # 25 Date of Hire: 05/14/2021	Met
Staff # 26 Date of Hire: 10/14/2019	Met
Staff # 27 Date of Hire: 07/30/2018	Met
Staff # 28 Date of Hire: 08/07/2012	Met
Staff # 29 Date of Hire: 07/08/2020	Not Met
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 30 Date of Hire: 02/03/2022	Met
Staff # 31 Date of Hire: 02/15/2021	Met
Staff # 32 Date of Hire: 06/06/2017	Met
Staff # 33	Met

Records Reviewed: 37

Records with Missing/Incomplete Components: 1

Date of Hire: 10/06/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 34

Met

Date of Hire: 05/16/2022

Staff # 35

Met

Date of Hire: 09/21/2013

Staff # 36

Met

Date of Hire: 02/14/2013

Staff # 37

Met

Date of Hire: 04/29/2017

Staff Credentials Reviewed: 19

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

Complete first aid kits observed in center and on vehicles.

Comment

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

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

Staff observed to provide direct supervision and be attentive to children's needs.