



**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:** 8/9/2022    **VisitType:** Licensing Study    **Arrival:** 11:45 AM    **Departure:** 2:15 PM

**CCLC-147**

**The Sunshine House #64**

300 Eagles Pointe Parkway Stockbridge, GA 30281 Henry County  
 (770) 389-0856 center64@sshhouse.com

**Regional Consultant**

April Brown

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**Mailing Address**  
 Same

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.
08/09/2022	Licensing Study	Good Standing	
02/21/2022	Monitoring Visit	Good Standing	
08/31/2021	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	1L: Threes	Three Year Olds	1	7	C	21	C	NA	NA	Free Play
Main	1R: School-age		0	0	C	47	C	NA	NA	
Main	2L: Pre-K	PreK	2	15	C	31	C	NA	NA	Centers
Main	3L: Pre-K	PreK	2	19	C	40	C	NA	NA	Story
Main	4L: Twos	Two Year Olds	1	10	C	21	C	NA	NA	Nap
Main	5L: ones	One Year Olds	1	5	C	18	C	NA	NA	Nap
Main	6L: infants	Infants and One Year Olds	2	9	C	30	C	NA	NA	Feeding,Floor Play,Nap
					Total Capacity @35 sq. ft.: 208	Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 65			Total Capacity @35 sq. ft.: 208			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	42	C
Main	B	30	C
Main	C	53	C

**Comments**

Plan of Improvement: Developed This Date 08/09/2022

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/Regulations.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](mailto: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](http://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)

Demetria Kitchens, Program Official

Date

April Brown, Consultant

Date



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**Findings Report**

**Date:** 8/9/2022    **VisitType:** Licensing Study    **Arrival:** 11:45 AM    **Departure:** 2:15 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**

Discussed the procedures of daily disinfecting of toys with the staff member in the first left classroom.

**Comment**

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

**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**

**Met**

**Comment**

Parent authorizations obtained and completed on this date.

**Comment**

Records were observed to be complete and well organized on this date.

	<b>Facility</b>
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**591-1-1-.19 License Capacity(CR)**

**Met**

**Comment**

Licensed capacity observed to be met by the center on this date.

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

**Not Met**

**Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation the following were not in good repair:

- \* The bathroom lights in second left and third left GA Pre-K classrooms were not in working order.
- \* The toilet in the boy's bathroom in the afterschool classroom was not in working order.
- \* A whole was in the wall behind the toilet in the boy's bathroom in the afterschool classroom.

**POI (Plan of Improvement)**

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will create a plan to keep areas clean and in good repair that includes regular monitoring.

**Correction Deadline: 8/23/2022**

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

**Not Met**

**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 the following fencing hazards were present:

- \* The fences that surround Playground A, B and C were not in good repair in that they were rusted and detached from the top and bottom in different areas of the fencing.
- \* On Playground A, the fence at the top of the playground measured three feet seven inches instead of four feet which was required.
- \* The fence gate leading to the parking lot and onto Playground A was observed to be unlocked.

**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.

**Correction Deadline: 8/23/2022**

**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 "S" hooks located at the top of the swings were rusted on Playground C. Additionally, the chain links which were a part of the brown and green climbing structure were rusted on Playground A.

**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: 8/23/2022**

**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 the following hazards were present on the playgrounds:

- \* A wooden plank was split and a rusted nail was protruding through the wood on Playground A.
  - \* The walkway leading from Playground A back into the center was lifted which posed as a tripping hazard.
  - \* Spider eggs were present at the top of the chains which were connected to the bucket seats on Playground B.
- \* A seven inch whole was in the ground which posed as a tripping hazard on Playground B.

**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: 8/23/2022**

**Food Service**

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

**Not Met**

**Comment**

Center menu meets USDA guidelines on this date.

**Finding**

591-1-1-.15(2) requires that a signed written feeding plan for children less than one (1) year of age shall be obtained from Parent(s) and that instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the child's assigned room and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined based on a review of records four out of eight infant feeding plans were incomplete in that they did not contain instructions for the introduction of solid foods and/or were missing parent initials for this component.

**POI (Plan of Improvement)**

The Center Director will develop and implement a plan to obtain and post the completed feeding plan as part of the enrollment process and to have parents update the plans on a regular basis that will include center staff involved with enrollment and those working in the infant classrooms.

**Correction Deadline: 8/22/2022**

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

**Met**

**Comment**

Kitchen appears clean and well organized on this date.

**Health and Hygiene**

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

**Met**

**Comment**

Hand washing requirements for diapering were discussed with the director and infant staff member on this date.

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

**Met**

**Comment**

Staff were observed to remind children to wash hands on this date.

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

**Met**

**Comment**

Documentation for medication dispensing observed complete on this date.

**Policies and Procedures**

**Technical Assistance**

Please ensure documentation of the review of emergency plan procedures is documented with the date of review every six months as required.

**Correction Deadline: 8/14/2022**

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

**Met**

**Comment**

Discussed reporting requirements with the director on this date.

**Safety**

**591-1-1-.05 Animals**

**N/A**

**Comment**

Center does not keep animals on premises at this time.

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

**Met**

**Comment**

Age-appropriate discussion and redirection observed on this date.

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

**N/A**

**Comment**

Center does not participate in field trips at this time.

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

**Not Met**

**Correction Deadline: 3/11/2022**

**Corrected on 8/9/2022**

**Correction of citation in that the annual inspection for vehicle with tag number ending in U3113 was completed on April 11, 2022.**

**Finding**

591-1-1-.36(8) restricts a child's travel time to forty-five minutes on each trip between the Center and destination unless accompanied by the Parent and excluding field trips. It was determined based on a review of records travel time exceeded forty-five minutes during routine transportation from Hickory Flat Elementary School to the center when children were on documented as being on the vehicle for forty-nine minutes.

**POI (Plan of Improvement)**

The center will ensure that the travel time is no more than forty-five minutes on each trip.

**Correction Deadline: 8/10/2022**

**Sleeping & Resting Equipment**

**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**

**Met**

**Comment**

Discussed SIDS and infant sleeping position with the director and infant staff members on this date.

**Staff Records**

**Records Reviewed: 14**

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

Staff # 1

Met

**Records Reviewed: 14****Records with Missing/Incomplete Components: 2**

Date of Hire: 07/25/2022

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

Staff # 2

Met

Date of Hire: 07/11/2022

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

Staff # 3

Met

Date of Hire: 08/09/2022

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

Staff # 4

Met

Date of Hire: 08/01/2022

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

Staff # 5

Met

Date of Hire: 05/17/2022

Staff # 6

Met

Date of Hire: 03/08/2019

Staff # 7

Not Met

Date of Hire: 03/29/2022

"Missing/Incomplete Components"

.33(3)-Health &amp; Safety Certificate

Staff # 8

Met

Date of Hire: 12/17/2018

Staff # 9

Not Met

Date of Hire: 08/27/2021

"Missing/Incomplete Components"

.33(3)-Health &amp; Safety Certificate

Staff # 10

Met

Date of Hire: 08/12/2008

Staff # 11

Met

Date of Hire: 08/10/2022

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

Staff # 12

Met

Date of Hire: 05/17/2022

Staff # 13

Met

Date of Hire: 07/13/2022

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

Staff # 14

Met

Date of Hire: 05/20/2021

**Staff Credentials Reviewed: 6**

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

**Met**

**Comment**

Criminal record checks were observed to be complete on this date.

**Comment**

Director provided 10 files for employees hired since the last visit which was completed on February 21, 2022.

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

**Met**

**Comment**

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

**591-1-1-.33 Staff Training**

**Not Met**

**Comment**

Documentation observed of required annual staff training for 2021.

**Finding**

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on a review of records two staff members did not complete the 10 hour Health and Safety training within 90 days of employment as required.

**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 and will ensure that the training includes all required components as required.

**Correction Deadline: 9/8/2022**

**Comment**

The director completed the four hour nutrition training on December 28, 2021.

**Correction Deadline: 9/8/2022**

**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.

**Comment**

Staff observed to be compliant with applicable 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 on this date.

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

**Met**

**Comment**

Adequate supervision observed on this date.