



**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:** 11/23/2021 **VisitType:** Licensing Study

**Arrival:** 1:40 PM

**Departure:** 3:30 PM

**CCLC-142**

**The Sunshine House #51**

980 Wiley Bridge Road Woodstock, GA 30188 Cherokee County  
(770) 924-7847 center51@sshouse.com

**Regional Consultant**

Rachael Brown

Phone: (770) 342-7795

Fax: (678) 891-5887

rachael.brown@decal.ga.gov

**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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
11/23/2021	Licensing Study	Good Standing	
10/28/2021	Complaint Investigation by Phone	Good Standing	
07/08/2021	Incident Investigation 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	1L	Four Year Olds and Five Year Olds and Six Year Olds and Over	1	11	C	22	C	31	C	Centers
Main	1R	Infants	1	6	C	16	C	NA	NA	Floor Play, Nap, Feeding
Main	2L		0	0	C	20	C	28	C	Not In Use
Main	2R	One Year Olds	2	13	C	17	C	NA	NA	Nap
Main	2R Back		0	0	C	17	C	NA	NA	Not In Use
Main	3L		0	0	C	24	C	34	C	Not In Use
Main	3R	Three Year Olds and Four Year Olds	2	15	C	22	C	31	C	Nap
Total Capacity @35 sq. ft.: 138						Total Capacity @25 sq. ft.: 174				
Total # Children this Date: 45			Total Capacity @35 sq. ft.: 138			Total Capacity @25 sq. ft.: 174				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	150	C

**Comments**

An Administrative Review was conducted on November 23, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on November 23, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic.

Consultant discussed CBC rules and issued a CBC affidavit on this date.

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



### Important New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.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@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov)

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](mailto: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)

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Lanneshia Familuji, Program Official

Date

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Rachael Brown, Consultant

Date



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**Findings Report**

**Date:** 11/23/2021 **VisitType:** Licensing Study **Arrival:** 1:40 PM **Departure:** 3:30 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**

A Virtual Visit was conducted due to the COVID-19 pandemic. A variety of equipment and toys were observed throughout the center.

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

**N/A**

**Comment**

Center does not provide swimming activities. No pool on property.

**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**

Records were observed to be complete and well organized.

**Facility**

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Bathrooms observed to be clean and well maintained.

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Licensed capacity observed to be met by center.

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. No hazards observed accessible to children on this date.

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

**Defer**

591-1-1-.26(8)-Citation deferred until next regulatory visit. Playground was observed during the virtual visit but due to connectivity issues, amounts of resilient surface could not be observed.

**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: 7/8/2021**

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**Food Service**

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

**Comment**

Center menu meets USDA guidelines.

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Kitchen appears clean and well organized.

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**Health and Hygiene**

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Provider on this date. During the virtual walk through the diapering area was observed and the provider displayed proper knowledge of the rules and regulations.

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Provider on this date. Liquid soap and paper towels were observed accessible in the restroom area.

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**591-1-1-.20 Medications(CR)** **N/A**

**Comment**

The Provider currently does not dispense/administer medication.

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**Policies and Procedures**

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

**Comment**

Program observed complete emergency drills

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Observed all required posted notices.

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

**Comment**

Thank you for reporting as required.

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**Safety**

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**591-1-1-.05 Animals** **N/A**

**Comment**

Center does not keep animals on premises.

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Provider on this date.

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**591-1-1-.13 Field Trips(CR)** **N/A**

**Comment**

Center does not participate in field trips at this time.

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

**Comment**

A current/completed inspection was observed for all vehicles used in transporting children this date.

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Center previously provided routine transportation and stated discontinuing this service as of October 2021 due to low staff availability. Vehicles were unable to be observed due to connectivity issues. Consultant discussed transportation documentation and transportation safety training should center resume providing transportation services.

**Technical Assistance**

591-1-1-.36(7)(a) - Ensure a transportation agreement form is completed for all children for which transportation is provided.

**Correction Deadline: 11/24/2021**

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**Sleeping & Resting Equipment**

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Discussed SIDS and infant sleeping position. Cribs and cots observed to be in good repair and sheets/blankets stated to be laundered appropriately.

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**Staff Records**

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**Records Reviewed: 16**

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

Staff # 1

Met

**Records Reviewed: 16****Records with Missing/Incomplete Components: 0**

Date of Hire: 11/09/2021

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

Staff # 2

Met

Date of Hire: 10/11/2021

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

Staff # 3

Met

Date of Hire: 01/20/2009

Staff # 4

Met

Date of Hire: 03/04/2009

Staff # 5

Met

Date of Hire: 01/25/2008

Staff # 6

Met

Date of Hire: 07/01/2021

Staff # 7

Met

Date of Hire: 11/11/2021

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

Staff # 8

Met

Date of Hire: 08/21/2012

Staff # 9

Met

Date of Hire: 01/08/2002

Staff # 10

Met

Date of Hire: 07/25/2018

Staff # 11

Met

Date of Hire: 08/04/2008

Staff # 12

Met

Date of Hire: 11/16/2018

Staff # 13

Met

Date of Hire: 01/26/2011

Staff # 14

Met

Date of Hire: 04/18/2016

Staff # 15

Met

Date of Hire: 05/24/2021

Staff # 16

Met

Date of Hire: 03/25/2019

**Staff Credentials Reviewed: 10**

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

**Not Met**

**Comment**

Director provided four files for employees hired since last visit.

**Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on review of records that employee #6 transferred to the program in July 2021 with a criminal background check that was within the 12 month portability and was not electronically ported to the center. Criminal background check was ported on this date.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will view videos to ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will view videos to ensure CRC rules are maintained.

**Correction Deadline: 11/23/2021**

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Complete first aid kits observed in center

**Comment**

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

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

**Met**

**Comment**

Documentation observed of required staff training.

**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. Provider stated the program is currently in the process of hiring lead teachers.

**Staffing and Supervision**

**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Met**



**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Center observed to maintain appropriate staff:child ratios.

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**591-1-1-.32 Supervision(CR)****Met****Correction Deadline: 7/8/2021****Corrected on 11/23/2021**

**.32(7) - A Virtual Visit was conducted due to the COVID-19 pandemic. Citation observed to be corrected on this date. Adequate supervision observed during the virtual walk through.**