



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: 3/31/2022 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 9:35 AM **Departure:** 1:40 PM

CCLC-310

Prime Care Learning Center II

6550 Church Street Riverdale, GA 30274 Clayton County
 (770) 997-9305 chrislen@primecarelearning.com

Mailing Address

PO Box 960295
 Riverdale, GA 30296

Regional Consultant

Rachael Brown

Phone: (770) 342-7795

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rachael.brown@decal.ga.gov

Joint with: Angelette Anderson

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. |
|------------------------------------|---|---------------|--|
| 03/31/2022 | Complaint Investigation & Licensing Study | Support | |
| 11/03/2021 | Complaint Closure | Support | |
| 10/18/2021 | Complaint Investigation Follow Up | 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 | Building 1 - 1st Right | Four Year Olds and Five Year Olds | 1 | 9 | C | 18 | C | NA | NA | Free Play |
| Main | Building 1 - 2nd Right | GA PreK | 1 | 8 | C | 27 | C | NA | NA | Free Play |
| Main | Building 2 - 1st Left | One Year Olds and Two Year Olds | 2 | 11 | C | 20 | C | NA | NA | Snack |
| Main | Building 2 - 2nd Left | | 0 | 0 | C | 24 | C | NA | NA | Not In Use |
| Main | Building 2 - 3rd Left | Three Year Olds | 1 | 13 | C | 27 | C | NA | NA | Free Play |
| Main | Building 2 - 4th Left | Four Year Olds and Five Year Olds | 1 | 10 | C | 28 | C | NA | NA | Free Play |
| Main | Building 2 - Back Room | Six Year Olds and Over | 1 | 7 | C | 35 | C | NA | NA | Circle Time |
| Total Capacity @35 sq. ft.: | | | 179 | | | Total Capacity @25 sq. ft.: 0 | | | | |
| Total # Children this Date: 58 | | | Total Capacity @35 sq. ft.: | | | Total Capacity @25 sq. ft.: 0 | | | | |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
| Main | Playground | 112 | C |

Comments

An onsite Complaint Investigation and Licensing Study was completed on this date.

Plan of Improvement: Developed This Date 03/31/2022

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 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)

Chrislen Okoma, Program Official

Date

Rachael Brown, Consultant

Date

Angelette Anderson, Consultant

Date



**Bright from the Start Georgia Department of Early Care and Learning
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Findings Report

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Joint with: Angelette Anderson

The following information is associated with a Licensing Study Visit:

Activities and Equipment

591-1-1-.03 Activities

Technical Assistance

Technical Assistance

591-1-1-.03(2) - Ensure current lesson plans are posted and available upon request.

Correction Deadline: 3/31/2022

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

Met

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. No pool on property.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 3

Child # 1

Met

Child # 2

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 3

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 4

Met

Child # 5

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

591-1-1-.08 Children's Records**Not Met****Finding**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on review of records that three of five children's files did not have a complete address for persons to whom the child may be released.

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 3/31/2022**Facility****591-1-1-.06 Bathrooms****Technical Assistance****Technical Assistance**

591-1-1-.06(6) - Monitor children's bathrooms for necessary supplies and replace as needed.

Correction Deadline: 3/31/2022**591-1-1-.19 License Capacity(CR)****Met****Comment**

Licensed capacity observed to be met by center.

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

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

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 Building 1-first right classroom had an unlocked cabinet with cleaning supplies accessible to children.

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: 3/31/2022

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 that a dead roach was observed in a lower cabinet in the kitchen. In addition, a broken toilet handle was observed in a child's bathroom in building 1.

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 implement a plan to keep areas clean and in good repair that includes regular monitoring.

Correction Deadline: 3/31/2022

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

Technical Assistance

Technical Assistance

591-1-1-.26(9) - Monitor playgrounds for ants and remove as needed.

Correction Deadline: 3/31/2022

Food Service

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

Met

Comment

Center menu meets USDA guidelines. Ensure substitutions are documented on the menu as changes are made.

591-1-1-.18 Kitchen Operations

Met

Comment

Please ensure that all food items are stored in airtight containers.

Health and Hygiene

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

Met

Comment

Staff stated proper knowledge of diapering procedures.

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

Met

Comment

Staff stated proper handwashing practices.

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 review of medication records, that medication was not dispensed as requested. Medication record indicated medication should be dispensed three times a day and was documented as being dispensed once a day and was dispensed beyond the dates authorized.

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.

Correction Deadline: 6/27/2022

Recited on 3/31/2022

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

Not Met

Finding

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on review of records that monthly fire drills were not conducted in February 2021, March 2021, May 2021, October 2021, November 2021, December 2021, January 2022, and February 2022. In addition, tornado drills and lockdown drills were not conducted for 2021.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 4/5/2022

591-1-1-.27 Posted Notices

Met

Comment

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

N/A

Comment

Center does not keep animals on premises.

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

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

Not Met

Finding

591-1-1-.13(2) requires Center Staff to obtain written permission from Parents in advance of the child's participation in any field trip and such permission must be signed and dated by a Parent. It was determined based on review of records that documentation of recent field trips was not submitted for review.

POI (Plan of Improvement)

Center Staff will have and use a system to obtain written field trip permission in advance and ensure the permission is signed and dated by the responsible person.

Correction Deadline: 3/31/2022

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

Not Met

Finding

591-1-1-.36(6) requires written Parental authorization for routine transportation provided by or on behalf of the Center. Written authorization must include the routine pick-up location, routine pick-up time, routine delivery location, routine delivery times and the name of any person authorized to receive the child. It was determined based on review of records that written parental authorization for routine transportation was not submitted for seven of twenty nine children.

POI (Plan of Improvement)

The Center will obtain the required written parental authorization.

Correction Deadline: 4/1/2022

Finding

591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on review of records that vehicle emergency medical information was not submitted for seven of twenty nine children.

POI (Plan of Improvement)

The Center will obtain a complete emergency medical information record for each child that is transported and maintain a copy on the vehicle.

Correction Deadline: 4/1/2022

Sleeping & Resting Equipment

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

Technical Assistance

Comment

Discussed SIDS and infant sleeping position.

Technical Assistance

591-1-1-.30(2) - Ensure that crib mattresses are without tears and crib sheets are tight-fitting when resuming crib use.

Correction Deadline: 3/31/2022

Staff Records

Records Reviewed: 10

Records with Missing/Incomplete Components: 6

| | |
|--|---------|
| Staff # 1 | Met |
| Date of Hire: 11/02/2021 | |
| Staff # 2 | Not Met |
| Date of Hire: 08/17/2021 | |
| <u>"Missing/Incomplete Components"</u> | |
| .14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate | |
| Staff # 3 | Met |
| Date of Hire: 10/27/2021 | |
| Staff # 4 | Not Met |
| Date of Hire: 08/10/2020 | |
| <u>"Missing/Incomplete Components"</u> | |
| .33(3)-Health & Safety Certificate,.14(2)-CPR missing,.14(2)-First Aid Missing | |
| Staff # 5 | Met |
| Date of Hire: 03/29/2022 | |

Records Reviewed: 10**Records with Missing/Incomplete Components: 6**

Staff # 6 Not Met
 Date of Hire: 01/03/2022
"Missing/Incomplete Components"
 .33(3)-Health & Safety Certificate,.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 7 Not Met
 Date of Hire: 08/08/2019
"Missing/Incomplete Components"
 .33(3)-Health & Safety Certificate

Staff # 8 Not Met
 Date of Hire: 06/12/2018
"Missing/Incomplete Components"
 .33(5)-10 Hrs. Annual Training

Staff # 9 Met
 Date of Hire: 05/04/2021

Staff # 10 Not Met
 Date of Hire: 04/09/2018
"Missing/Incomplete Components"
 .33(3)-Health & Safety Certificate

Staff Credentials Reviewed: 8

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

Comment

Criminal record checks were observed to be complete.

Comment

Director provided two files for employees hired since last visit.

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

Comment

Please replace expired items in first aid kits.

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 review of records that CPR and first aid training was not submitted for review for three of ten applicable staff.

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: 4/30/2022

591-1-1-.33 Staff Training Not Met

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 review of records that health and safety orientation was not submitted for review for five of ten applicable staff.

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: 4/30/2022

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.

Staffing and Supervision

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

Not Met

Finding

591-1-1-.32(5) requires that during day-time rest or sleeping periods, at least one Staff person is in each room providing direct supervision of the children and all Staff required by these rules relating to Staff: child ratios are in the Center and available to assure safe evacuation in an emergency. Staff: child ratios may be doubled for children three (3) years and older provided these requirements are met. It was determined based on observation that during day-time rest time, building 2-first left classroom had a ratio of 1:11, with six one-year-old children and five two-year-old children, when one staff member stepped out of the classroom.

POI (Plan of Improvement)

The Center will rearrange staff schedules to ensure the required number of staff are in each room and available.

Correction Deadline: 3/31/2022

The following information is associated with a Complaint Investigation Visit:

Activities and Equipment

591-1-1-.03 Activities

Technical Assistance

Correction Deadline: 12/6/2021

Corrected on 3/31/2022

.03(6) - Citation observed to be corrected. Staff stated younger children are only placed in high chairs to eat and are removed when finished eating.

Staffing and Supervision

Correction Deadline: 10/25/2021

Corrected on 3/31/2022

.32(7) - Citation observed to be corrected on this date. Adequate supervision observed on this date.