



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: 9/9/2021 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 12:15 PM

CCLC-105

The Sunshine House #78

5060 Annistown Rd Stone Mountain, GA 30087 Gwinnett County
 (770) 469-1333 center78@sshouse.com

Regional Consultant

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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.
09/09/2021	Licensing Study	Good Standing	
03/17/2021	Complaint Investigation by Phone	Good Standing	
03/02/2021	Monitoring Visit	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	GA PreK	2	15	C	21	C	NA	NA	Centers
Main	1R	Infants and One Year Olds and Two Year Olds	1	6	C	14	C	NA	NA	Free Play
Main	2L	GA PreK	2	19	C	19	C	NA	NA	Circle Time, Transitioning
Main	2R Back		0	0	C	19	C	NA	NA	Not In Use
Main	2R Front		0	0	C	13	C	NA	NA	Not In Use
Main	3L		0	0	C	20	C	NA	NA	Not In Use
Main	Left, Right Side Center	Two Year Olds and Three Year Olds	1	6	C	24	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 125			Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Fire Marshall Limitations					
Total # Children this Date: 46			Total Capacity @35 sq. ft.: 125		Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A	45	C
Main	PG B Left Rear	51	C
Main	PG C Right Side	32	C

Comments

An Administrative Review was conducted on September 9, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on September 9, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic.

Reminders: Please be sure to contact the Gwinnett County Department of Health if there are positive COVID-19 cases immediately and get their guidance. Please also complete a Required Report in DECAL KOALA for all communicable diseases within 24 hours.

Please be sure to enter all temporary closures in DECAL KOALA under the Required Report tab whenever your facility closed temporarily for one day or more.

Incident Reports are to be submitted via DECAL KOALA with all signed staff statements for staff and the director.

All amendments are required to be entered in DECAL KOALA beginning August 2, 2021.

Plan of Improvement: Developed This Date 09/09/2021

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.decal.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.decal.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@decal.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.

- 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)

Clydnedra Rainney, Program Official

Date

Dianne Clarke, Consultant

Date



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Findings Report

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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)

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 2

Child # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Parent Names, Work Numbers	
Child # 2	Met
Child # 3	Met
Child # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Parent Names, Work Numbers	
Child # 5	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 a review of records that child #1 did not have mother's work number listed and child #4 did not have their father's work number listed.

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: 9/9/2021**Facility****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 routinely met by center.

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

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

Technical Assistance

591-1-1-.25(3) - Please ensure to have the vents cleaned regularly throughout the building.

Correction Deadline: 9/9/2021**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 that there were hazards on the following playgrounds:

-PG A: There were two nails around the border at the left corner on the side closest to the parking area, in the swing area were observed to not be flushed.

-PG C Right Side: An unraveled hose was observed up against the building.

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: 9/9/2021**Health and Hygiene**

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Staff stated proper knowledge of diapering procedures.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Proper hand washing observed throughout the center.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. The Provider currently does not dispense/administer medication.

Safety

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

Correction Deadline: 3/17/2021

Corrected on 9/9/2021

.11(1) - The previous citation was observed to be corrected, in that appropriate discipline was observed throughout. Staff stated that redirection is used for discipline. Please ensure that staff is practicing appropriate discipline procedures at all times.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. A current/completed inspection was observed for all vehicles used in transporting children this date. The inspection was observed to be completed for vehicle tag number AWN 4619 on September 25, 2020.

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Complete documentation of transportation observed.

Sleeping & Resting Equipment

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

591-1-1-.30(1)(b)1 - Please ensure that teachers are letting management know if they are in need of new mats but in the mean time, tape can be used to temporarily repair mats until they are replaced.

Correction Deadline: 9/9/2021

Staff Records

Records Reviewed: 11**Records with Missing/Incomplete Components: 3**

Staff # 1

Not Met

Date of Hire: 07/06/2016

"Missing/Incomplete Components"

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

Staff # 2

Met

Date of Hire: 08/05/2009

Records Reviewed: 11**Records with Missing/Incomplete Components: 3**

Staff # 3 Date of Hire: 08/01/2016	Met
Staff # 4	Met
Staff # 5 Date of Hire: 08/09/2021	Met
Staff # 6 Date of Hire: 09/05/2017	Met
Staff # 7 Date of Hire: 09/08/2020	Met
Staff # 8 Date of Hire: 12/21/2017 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing	Not Met
Staff # 9 Date of Hire: 08/12/2008	Met
Staff # 10 Date of Hire: 09/01/2020 <u>"Missing/Incomplete Components"</u> .14(2)-First Aid Missing,.14(2)-CPR missing	Not Met
Staff # 11	Met

Staff Credentials Reviewed: 9

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

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Criminal record checks were observed to be complete.

-Please ensure that applicants/staff are listing exact dates (including month/day/year) on 10 year work history form in order to determine any breaks in service from the child care industry.

-Please ensure that records checks are redone if there is a six-month break in service.

-Please also ensure that satisfactory records checks are updated before the expiration date.

-Ensure that all therapists and other independent contractors have an updated records check on file, before being present at the center.

-Please ensure that staff with a national background check is always present with a staff who has a comprehensive background check. They should never be by themselves.

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

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 a review of records that staff #1's CPR and First Aid expired on August 27, 2021, #8 and #10's CPR was completed online.

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: 10/9/2021

Finding

591-1-1-.14(3) requires the Center to have a first aid kit in each building of the Center and in any vehicle used by the Center for transportation of children, that contains scissors, tweezers, gauze pads, adhesive tape, thermometer, band-aids, assorted sizes, antibacterial ointment, insect-sting preparation, an antiseptic cleansing solution, triangular bandages, rubber gloves, protective eye wear, a protective face mask, and a cold pack. The first aid kit, together with a first aid instruction manual which must be kept with the kit at all times, shall be stored so that it is not accessible to children but is easily accessible to Staff. It was determined based on observation that the following items were observed to be missing from the following First Aid kits:

- Building: Goggles, Triangular bandages and Face Mask
- Vehicle AWN 4619: Scissors, Tweezers, and Gloves

POI (Plan of Improvement)

Center Staff will provide any missing first aid kits, add any missing items to each first aid kit and will develop and use a plan for checking the kits and replacing missing items in each kit in the future. First aid kits and instruction manuals will be stored so that they kits are not accessible to children but are easily accessible to Center Staff.

Correction Deadline: 9/19/2021

591-1-1-.24 Personnel Records**Technical Assistance****Technical Assistance**

591-1-1-.24(1) - Please ensure that all new staff completes an orientation checklist prior to being assigned in a classroom.

Correction Deadline: 9/14/2021

591-1-1-.31 Staff(CR)**Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. 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**

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

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

Correction Deadline: 3/17/2021

Corrected on 9/9/2021

.32(7) - The previous citation was corrected, in that appropriate supervision was observed during the visit. Please ensure to reiterate to staff regarding supervising the children at all times.

Also, discussed new revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.