



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

Date: 1/26/2023 **VisitType:** Licensing Study **Arrival:** 10:40 AM **Departure:** 3:30 PM

CCLC-35110

Brookwood Center

3639 Brookwood Boulevard Rex, GA 30273 Clayton County
 (678) 788-8920 lcroft@claytoncountycsa.org

Regional Consultant

Twantaye Compton

Phone: (770) 357-1660

Fax: (770) 357-1661

twantaye.compton@decal.ga.gov

Mailing Address

1000 Main Street
 Forest Park, GA 30297

Quality Rated: ★ ★ ★

Compliance Zone Designation		
01/26/2023	Licensing Study	Good Standing

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.

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	A 1st Right	Three Year Olds	4	10	C	21	C	NA	NA	Art,Centers
Main	B- 2nd right	Three Year Olds and Four Year Olds	3	8	C	20	C	NA	NA	Centers,Art
Main	C 3rd Right	Four Year Olds	3	14	C	20	C	NA	NA	Centers,Art
Main	D 4th Right	Four Year Olds	3	16	C	20	C	NA	NA	Free Play,Centers,Art
Main	E 5th Right	GA PreK	3	18	C	20	C	NA	NA	Art,Centers
Main	F 1st Left	Two Year Olds	3	6	C	19	C	NA	NA	Free Play,Centers
Main	G 2nd Left	Two Year Olds	3	8	C	19	C	NA	NA	Circle Time
Main	H 3rd Left	Three Year Olds	3	11	C	19	C	NA	NA	Art,Centers
Main	I 6th Right	Three Year Olds	3	14	C	18	C	NA	NA	Art,Centers
Total Capacity @35 sq. ft.: 176						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 105			Total Capacity @35 sq. ft.: 176			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Right Playground	147	C

Comments

The purpose for today's visit was to conduct a Licensing Study. Technical Assistance was provided in the area of portability records checks, physical plant, lesson plans, storage of materials and hygiene. All questions were answered and a copy of the report was provided during the exit conference.

Plan of Improvement: No Plan Developed

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.decgal.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

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)



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@decgal.ga.gov for more information. Free technical assistance is available!

Leslie Croft, Program Official

Date

Twantaye Compton, 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: 1/26/2023 **VisitType:** Licensing Study

Arrival: 10:40 AM

Departure: 3:30 PM

CCLC-35110

Brookwood Center

3639 Brookwood Boulevard Rex, GA 30273 Clayton County
(678) 788-8920 lcroft@claytoncountycsa.org

Regional Consultant

Twantaye Compton

Phone: (770) 357-1660

Fax: (770) 357-1661

twantaye.compton@decal.ga.gov

Mailing Address

1000 Main Street
Forest Park, GA 30297

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 on this date.

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

Met

Comment

Center does not provide swimming activities at this time.

Facility

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

Met

Comment

Licensed capacity observed to met by center on this date.

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

Technical Assistance

Technical Assistance

591-1-1-.25(13) - Please ensure that all hazardous material, supplies and other items are locked in a cabinet or inaccessible to children. In room A 1st Right and D 4th Right, a storage cabinet was unlocked that contained cleaning supplies, staff purse, broom w/ dust pan and other art supplies.

Correction Deadline: 1/26/2023

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

Met

Comment

Playground observed to be clean and in good repair.

Health and Hygiene

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

Staff stated proper knowledge of diapering procedures on this date.

591-1-1-.17 Hygiene(CR)**Not Met****Finding**

591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on observation that a four-year-old child in Room D 4th Right was prompted by staff to wash their hands after using the bathroom, however, the child was allowed to play in a sand box without washing their hands.

POI (Plan of Improvement)

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

Correction Deadline: 1/26/2023

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

Discussed proper medication documentation and procedures. Please be reminded that all children with food allergies or an alternative diet plan must have a physician's instructions in each child's file to accompany an EPI PIN.

Safety

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

Staff were observed to maintain a positive learning environment on this date.

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

Center does not provide routine transportation at this time.

Sleeping & Resting Equipment

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

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

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

Criminal record checks were observed to be complete.

591-1-1-.09 Criminal Records Check(CR)**Met****Comment**

Criminal records checks were observed to be complete. Please ensure that temporary staff from the CCLC-3210 program are ported during their displacement.

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

591-1-1-.14(1) - Please ensure that 50 percent of all staff have qualified CPR and First Aid training. Four of twenty files reviewed had current CPR and first aid on file during the review.

Correction Deadline: 2/25/2023

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

591-1-1-.24(1) - Please ensure that all staff files are complete and available for review.

Correction Deadline: 1/31/2023

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

591-1-1-.33(2) requires the initial Center orientation to include the following subjects: the Center's policies and procedures; the portions of these rules dealing with the care, health and safety of children; the Staff person's assigned duties and responsibilities; reporting requirements for suspected cases of child abuse, neglect or deprivation; communicable diseases and serious injuries; emergency weather plans; the program's emergency preparedness plan; childhood injury control; the administration of medicine; reducing the risk of Sudden Infant Death Syndrome (SIDS); hand washing; fire safety; water safety; and prevention of HIV/AIDS and blood borne pathogens. It was determined based on a review of records that staff #'s 1 and 8 did not have a file containing the required orientation subjects.

POI (Plan of Improvement)

The Center will provide orientation in all missing subjects to the employee(s) and will take steps to provide a complete orientation to new Employees in the future.

Correction Deadline: 1/27/2023**Finding**

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on a review of records that staff #'s 5,6,9 and 18 did not complete the required ten (10) clock hours of annual training.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 2/25/2023

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. Ensure that the center director complete the required 40 hr. director training.

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.