



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: 8/30/2021 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 12:00 PM

CCLC-3519

First Presbyterian Church Child Development Center

800 S. Enota Drive Gainesville, GA 30501 Hall County
 (770) 532-8188 blowe@fpcga.org

Regional Consultant

Margarita Collier

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margarita.collier@decal.ga.gov

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.
08/30/2021	Licensing Study	Good Standing	
08/27/2021	Incident Investigation by Phone	Good Standing	
03/17/2021	Complaint Investigation by Phone	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	1 Left	One Year Olds	1	6	C	18	C	NA	NA	Outside
Main	1Right	Three Year Olds	2	12	C	19	C	NA	NA	Circle Time
Main	1RT 2nd hall Rt-side	One Year Olds	2	9	C	12	C	NA	NA	Outside
Main	2 Left	Two Year Olds	2	9	C	18	C	NA	NA	Outside
Main	2 Right	Three Year Olds	1	13	C	18	C	NA	NA	Centers
Main	3 Left	Infants	2	6	C	11	C	NA	NA	Free Play,Floor Play,Diapering
Main	3 RT	Two Year Olds	2	8	C	18	C	NA	NA	Outside
Main	4 Left	GA PreK	2	19	C	23	C	33	C	Centers
Main	4 RT		0	0	C	18	C	NA	NA	
Main	5 RT	GA PreK	2	18	C	27	C	NA	NA	Centers

Total Capacity @35 sq. ft.: 182

Total Capacity @25 sq. ft.: 192

Total # Children this Date: 100

Total Capacity @35 sq. ft.: 182

Total Capacity @25 sq. ft.: 192

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground/Infant	18	C
Main	playground/Preschool	71	C

Comments

An administrative review was completed on August 30, 2021. Staff file, training, and background checks were all reviewed. A virtual inspection was conducted on August 30, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic.

Plan of Improvement: Developed This Date 08/30/2021

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.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 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.state.ga.us/>
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.state.ga.us

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.state.ga.us.

- 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.state.ga.us/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)

Brooke Lowe, Program Official

Date

Margarita Collier, Consultant

Date



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Findings Report

Date: 8/30/2021 **VisitType:** Licensing Study

Arrival: 10:00 AM

Departure: 12:00 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 variety of equipment and toys were observed throughout the center.

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5**Records with Missing/Incomplete Components: 3**

Child # 1

Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Address Missing,.08(3)-Address of Release Person Missing

Child # 2

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 3

Met

Child # 4

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

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 review of children's records that child #1 did not have documentation of the parent's work address. Further review of children's records revealed that child #1, child #2, and child #4 did not have documentation of the address for the release to persons.

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: 8/30/2021

Facility

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

Bathrooms observed to be clean and well maintained.

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

Licensed capacity observed to be routinely met by center.

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

Center appears clean and well maintained.

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

Please ensure to monitor the playground areas for the following hazards:

- Normal wear and tear of playground equipment and toys.
- Potential entrapment hazards in the fence surrounding the playground area.
- Biting and/or stinging insects (i.e. ants, bees, etc.).
- Loose and/or weak tree branches surrounding the playground area.
- Standing water in and around playground equipment after inclement weather.
- Refluff resilient surface as needed.

Food Service

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

Please ensure that infant feeding forms are updated regularly and include the times of feeding, amount of food, and the types of food.

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

Comment

Kitchen appears clean and well organized.

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

Staff state proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center.

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

The Provider currently does not dispense/administer medication.

Policies and Procedures**591-1-1-.21 Operational Policies & Procedures****Not Met****Finding**

591-1-1-.21(1)(p) requires the Center to have a written plan for handling emergencies, including but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the Center; to have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations. The plan must apply to all children in care and include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions and shall include assurance that no Center Personnel will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals. It was determined based on review of records the center's written plan for handling emergencies did not include the following loss of electrical power, water, death, serious injury, loss of a child, natural disaster, communication and reunification with families, continuity of operations, and specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions.

POI (Plan of Improvement)

The Center will write or revise an emergency plan that includes all of the required items.

Correction Deadline: 9/4/2021

Comment

Program observed complete emergency drills

Safety**591-1-1-.05 Animals****Met****Comment**

Center does not keep animals on premises.

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

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

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

Center does not participate in field trips at this time.

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

Center does not provide routine transportation.

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**Records Reviewed: 30****Records with Missing/Incomplete Components: 0**

Staff # 1 Met

Date of Hire: 01/28/2020

Staff # 2 Met

Date of Hire: 05/11/2009

Staff # 3 Met

Date of Hire: 09/23/1994

Staff # 4 Met

Date of Hire: 08/10/2011

Staff # 5 Met

Date of Hire: 08/05/2019

Staff # 6 Met

Date of Hire: 11/11/2019

Staff # 7 Met

Date of Hire: 08/12/2021

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

Staff # 8 Met

Date of Hire: 02/04/2012

Staff # 9 Met

Date of Hire: 03/17/2005

Staff # 10 Met

Date of Hire: 12/06/2016

Staff # 11 Met

Date of Hire: 04/28/2017

Staff # 12	Met
Date of Hire: 05/06/2021	
Staff # 13	Met
Date of Hire: 01/07/2014	
Staff # 14	Met
Date of Hire: 03/21/2016	
Staff # 15	Met
Date of Hire: 07/13/2021	
Staff # 16	Met
Date of Hire: 08/07/2017	
Staff # 17	Met
Date of Hire: 10/02/2012	
Staff # 18	Met
Date of Hire: 09/22/2003	
Staff # 19	Met
Date of Hire: 12/26/2017	
Staff # 20	Met
Date of Hire: 04/19/2004	
Staff # 21	Met
Date of Hire: 09/01/1989	
Staff # 22	Met
Date of Hire: 11/30/2015	
Staff # 23	Met
Date of Hire: 02/22/2021	
Staff # 24	Met
Date of Hire: 08/16/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 25	Met
Date of Hire: 08/02/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 26	Met
Date of Hire: 02/03/2021	

Staff # 27 Met

Date of Hire: 08/25/2015

Staff # 28 Met

Date of Hire: 08/17/2021

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

Staff # 29 Met

Date of Hire: 12/10/2018

Staff # 30 Met

Date of Hire: 07/23/2004

Staff Credentials Reviewed: 13

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

Technical Assistance

The consultant discussed the following information regarding criminal record checks with the director:

- Monitor the expiration dates of all staff members', therapist, independent contractors, and/or volunteers criminal record check letters.
- Submit a portability request via DECAL KOALA for newly hired staff members, therapist, independent contractors and/or volunteers that have a previous satisfactory comprehensive criminal record check letter issued by the department.
- Ensure that all newly hired staff members, therapist, independent contractors, and/or volunteers have evidence of a satisfactory comprehensive criminal record check letter prior to providing services to children present for care.
- Ensure that all newly hired, seasonal staff members, therapist, and/or independent contractors with a six-month break of employment from child care submit an updated criminal record check application and complete the fingerprinting process prior to rendering services for child care services.

Comment

The director provided six files for staff members hired since the previous visit was conducted on March 17, 2021. The consultant observed six of six newly hired staff members to have evidence of a comprehensive determination letter on file.

Correction Deadline: 3/17/2021

Corrected on 8/30/2021

The previous citation was observed to be corrected. The consultant observed 31 staff members to have evidence of a satisfactory comprehensive determination letter on file.

Correction Deadline: 3/17/2021

Corrected on 8/30/2021

The previous citation was observed to be corrected. The consultant observed 31 staff members to have evidence of a satisfactory comprehensive determination letter on file.

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

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

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**

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.