



**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:** 10/7/2021 **VisitType:** Monitoring Visit

**Arrival:** 10:00 AM

**Departure:** 11:55 AM

**CCLC-53450**

**Shinning Hill Student Program L.L.C.**

5658 Riverdale Road Suite P College Park, GA 30349 Clayton County  
 (470) 615-7807 shinninghillprogram@gmail.com

**Mailing Address**

6093 camden forest cove  
 Riverdale, GA 30296

**Regional Consultant**

Shannon Curtis

Phone: (770) 342-7802

Fax: (678) 891-5904

shannon.curtis@decal.ga.gov

Joint with: Lynn Schnitzer

**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.
10/07/2021	Monitoring Visit	Good Standing	
06/23/2021	Monitoring Visit	Good Standing	
11/19/2020	Initial Licensing Study	Good Standing	
			<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.

**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	Room A		0	0	C	18	C	NA	NA	Not In Use
Main	Room B	Three Year Olds	1	11	C	11	C	NA	NA	Circle Time
Main	Room C	Two Year Olds	1	6	C	10	C	NA	NA	Centers
Main	Room D	One Year Olds	1	4	C	5	C	NA	NA	Floor Play,TV
Total Capacity @35 sq. ft.: 44			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 21			Total Capacity @35 sq. ft.: 44			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	16	C

**Comments**

The purpose of this visit was to conduct a monitoring visit and to follow up to the previous visit conducted on June 23, 2021. A Virtual inspection was conducted on Thursday, October 7, 2021 with the Director, Monique Crockett. An in person visit was not conducted due to the COVID-19 pandemic.

Consultant provided: Staff Profile Sheet form ,Communicable Disease Chart ,Live Scan Instructions, First Aid Checklist ,Rule change FAQ and Diapering procedures on this date.

Plan of Improvement: Developed This Date 10/07/2021

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](mailto: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](mailto: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)

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Monique Crockett, Program Official	Date
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Lynn Schnitzer, Consultant	Date
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Shannon Curtis, Consultant	Date
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### Findings Report

**Date:** 10/7/2021 **VisitType:** Monitoring Visit

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.12(4) - 591-1-1-.12(4) Consultant discussed with the Director that all equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over on this date.

**Correction Deadline: 10/7/2021**

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

**Met**

**Comment**

Center does not provide swimming activities.

### Facility

**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)**

**Not Met**

**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 in Classroom C had a container of Clorox wipes on the back of the toilet accessible to children in care on this date.

**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: 10/7/2021**

**591-1-1-.26 Playgrounds(CR)****Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through the playground area was observed and appeared to be in good repair.

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

591-1-1-.10(2) - Consultant discussed with the director and provided proper diapering procedure on this date.

**Correction Deadline: 10/7/2021**

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Proper hand washing procedures were discussed with the director on this date.

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

The Provider currently does not dispense/administer medication.

**Safety****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 director on this date.

**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**

591-1-1-.30(4) - Consultant discussed with the director to cover cots to prevent children in care from touching or climbing on them on this date.

**Correction Deadline: 10/7/2021**

**Staff Records****Records Reviewed: 7****Records with Missing/Incomplete Components: 3**

Staff # 1

Met

Date of Hire: 11/19/2020

Staff # 2

Not Met

Date of Hire: 06/29/2021

"Missing/Incomplete Components"

**Records Reviewed: 7****Records with Missing/Incomplete Components: 3**

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 3 Met

Date of Hire: 11/19/2020

Staff # 4 Met

Date of Hire: 11/19/2020

Staff # 5 Met

Date of Hire: 11/19/2020

Staff # 6 Not Met

Date of Hire: 08/31/2021

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

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 7 Not Met

Date of Hire: 08/31/2021

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

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

**Staff Credentials Reviewed: 2****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record checks were observed to be complete for four of four staff members on this date.

**Comment**

Director provided two files for employees hired since last visit on June 23, 2021 on this date.

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

Discussed: Health and Safety Training is required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

**591-1-1-.31 Staff(CR)****Defer****Technical Assistance**

591-1-1-.31(2)(b)2.-Consultant will review lead staff credentials for staff members during next regulatory visit. Consultant discussed with the Director that staff members with a hire date of June 29, 2021, August 30, 2021 and August 31, 2021 has six months to enroll in a program of study to obtain one of the educational and qualifying child care experience requirements and eighteen months to to complete after enrollment on this date.

**Defer**

591-1-1-.31(2)(b)2.-Consultant will review lead staff credentials for staff members during next regulatory visit.

**POI (Plan of Improvement)**

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience or current staff must enroll in Education programs to obtain academic requirements.

**Correction Deadline: 8/1/2021**

## Staffing and Supervision

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

Met

#### Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through appropriate staff:child ratios were observed on this date.

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### 591-1-1-.32 Supervision(CR)

Met

#### Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through adequate supervision was observed on this date.