



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: 4/22/2025 **VisitType:** Licensing Study

Arrival: 11:35 AM **Departure:** 4:20 PM

CCLC-62808

Unfolding Faith INC Dominion Leadership Academy
656 Sigman Rd NW Conyers, GA 30012 Rockdale County
(770) 309-0064 unfoldingfaithinc@dominionleadershipacademy.org

Regional Consultant

Jessica Johnson

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Mailing Address

Same

Quality Rated: No

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.
04/22/2025	Licensing Study	Good Standing	
03/25/2024	ILS with Final License Date	Good Standing	
03/19/2024	Initial Licensing Study	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-Afterschool	GA PreK	4	14	C	23	C	33	C	Centers
Main	2R-Pre-K		0	0	C	20	C	29	C	
Total Capacity @35 sq. ft.: 43			Total Capacity @25 sq. ft.: 62							
Total # Children this Date: 14			Total Capacity @25 sq. ft.: 62							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Side Playground	77	C

Enrolled Children						
Under 1 years	1 years	2 years	3 years	4 years	5 years (Prekonly)	5 years and older
0	0	0	0	16	1	0

Comments

An on-site inspection was conducted on April 22, 2025 with the Director Martha Taylor. Staff files, children's files, training, and background checks were all reviewed. A one-day letter and criminal records check affidavit was left at the program on this date.

Plan of Improvement: Developed This Date

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.al.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 user id 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:

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 CAPS/ QR Provisional Status, allowing for scholarships while working toward an initial star rating. Provisional Status eligibility will be determined at the time of CAPS enrollment as part of the CAPS application process.

Contact the Quality Rated help desk at 1 855-800-7747 or qualityrated@dec.al.ga.gov for more information. Free technical assistance is available!



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(Findings Report)

Date: 4/22/2025 **VisitType:** Licensing Study

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Mailing Address

Same

The following information is associated with a Licensing Study:

Activities and Equipment

Records Reviewed: 10

Records with Missing/Incomplete Components: 4

Staff # 1

Not Met

Date of Hire: 10/01/2024

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate

Staff # 2

Not Met

Date of Hire: 02/20/2025

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

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 5

Not Met

Date of Hire: 02/10/2025

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

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8

Not Met

Date of Hire: 01/08/2025

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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

Technical Assistance

Technical Assistance

591-1-1-.12(2) - The Consultant discussed with the Director removing the broken shelf from classroom 1L-Afterschool.

Correction Deadline: 4/22/2025

Technical Assistance

591-1-1-.12(7)

- The Consultant discussed with the Director removing the balloons from the shelf near the sink in classroom 1L-Afterschool.

Correction Deadline: 5/22/2025**591-1-1-.35 Swimming Pools & Water-related Activities(CR)****Met****Comment**

Center does not provide swimming activities.

Children's Records**Records Reviewed: 10****Records with Missing/Incomplete Components: 4**

Staff # 1

Not Met

Date of Hire: 10/01/2024

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate

Staff # 2

Not Met

Date of Hire: 02/20/2025

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 5

Not Met

Date of Hire: 02/10/2025

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8

Not Met

Date of Hire: 01/08/2025

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Records Reviewed: 5**Records with Missing/Incomplete Components: 4**

Child # 1

Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Number Missing,.08(1)-Doctor, Clinic, Phone Numbers

Child # 2

Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

Child # 3

Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Number Missing,.08(1)-Doctor, Clinic, Phone Numbers

Child # 5

Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

591-1-1-.08 Children's Records**Technical Assistance****Technical Assistance**

591-1-1-.08(1) - The Consultant discussed with the Director updating the Children's records. The Consultant discussed that 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, intellectual disabilities or developmental disabilities which limit the child's participation in the program.

Correction Deadline: 4/22/2025**Facility****Records Reviewed: 10****Records with Missing/Incomplete Components: 4**

Staff # 1

Not Met

Date of Hire: 10/01/2024

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate

Staff # 2

Not Met

Date of Hire: 02/20/2025

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 5

Not Met

Date of Hire: 02/10/2025

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8

Not Met

Date of Hire: 01/08/2025

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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

Please monitor bathrooms for necessary supplies.

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**

Technical Assistance

591-1-1-.25(12) - The Consultant discussed with the Director storing the purifier to be protected to prevent children from touching it. Fans, space heaters, etc. shall be positioned or installed so as to be inaccessible to the children.

Correction Deadline: 4/22/2025

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 the following hazards were observed:

1L-Afterschool

- Hanging cords were observed in the back of the classroom and from the televisions.

2R-Pre-K

- First aid kit and gloves kept in the window seal on the right side.
- A hot glue gun was observed plugged into the wall.
- Two ziploc bags were observed in the cubbies.
- Screw and bolts were observed on the bottom shelf of the first cubby on the left side.
- Teacher bags were observed hanging from the hook on the right wall accessible to children in care.
- Hand sanitizer and flushable wipes were observed on the first counter to the right accessible to children in care.
- A hanging printer cord was observed on the back wall from the top of the cubbies.
- Diaper wipes were observed in a clear bookbag hanging from the hook.

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: 4/22/2025

Correction Deadline: 3/19/2024

Corrected on 4/22/2025

.25(17) - The previous citation was corrected on this date. The Consultant did not observe any hazards on the fence.

Technical Assistance

591-1-1-.25(3) - The Consultant discussed with the Director replace the broken glass window at the playground exit door and replacing the damaged ceiling tile in the restroom in classroom 1L- Afterschool.

Correction Deadline: 4/22/2025

591-1-1-.26 Playgrounds(CR)**Not Met****Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

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 the playground fencing on both playgrounds were not sturdy, solid, and maintained to prevent children from leaving the playground area. It was determined based on observation that a five and a half inch gap was observed at the bottom of the left fence gate by the road.

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: 5/6/2025

Recited on 4/22/2025

Technical Assistance

591-1-1-.26(6) - The Consultant discussed with the Director removing the broken brown bench and the broken tricycle from the playground area.

Correction Deadline: 5/2/2025

Technical Assistance

591-1-1-.26(9) - The Consultant discussed with the Director spray painting the tree roots under the swing on the right side of the playground.

Correction Deadline: 4/22/2025

Food Service

Records Reviewed: 10

Records with Missing/Incomplete Components: 4

Staff # 1

Not Met

Date of Hire: 10/01/2024

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate

Staff # 2

Not Met

Date of Hire: 02/20/2025

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

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 5

Not Met

Date of Hire: 02/10/2025

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

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8

Not Met

Date of Hire: 01/08/2025

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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

Met

Comment

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk
5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk
2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

Health and Hygiene

Records Reviewed: 10

Records with Missing/Incomplete Components: 4

Staff # 1

Not Met

Date of Hire: 10/01/2024

Records Reviewed: 10

Records with Missing/Incomplete Components: 4

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate

Staff # 2

Not Met

Date of Hire: 02/20/2025

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

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 5

Not Met

Date of Hire: 02/10/2025

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

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8

Not Met

Date of Hire: 01/08/2025

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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

Met

Comment

Hand washing requirements for diapering were discussed with the director on this date.

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

Met

Comment

Please ensure lids remain on trash containing organic waste.

Comment

Proper hand washing of children and staff was discussed with the director on this date.

591-1-1-.20 Medications(CR)

Not Met

Finding

591-1-1-.20(4) requires the Center to keep medication in a cabinet or container that is locked or otherwise not accessible to the children and to be stored separate from cleaning chemicals, supplies or poisons. Medications requiring refrigeration shall be placed in a leak-proof container in a refrigerator that is not accessible to the children. It was determined based on observation that children's Benadryl was observed in a clear bookbag hanging from the cubbies.

POI (Plan of Improvement)

The Center will train Staff on the safe and proper storage of medication and monitor to ensure that the rule is met.

Correction Deadline: 4/22/2025

Policies and Procedures

Records Reviewed: 10

Records with Missing/Incomplete Components: 4

Staff # 1

Not Met

Date of Hire: 10/01/2024

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate

Staff # 2

Not Met

Records Reviewed: 10**Records with Missing/Incomplete Components: 4**

Date of Hire: 02/20/2025

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 5

Not Met

Date of Hire: 02/10/2025

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8

Not Met

Date of Hire: 01/08/2025

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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 a review of records that the emergency drills form was not completed for February and March of 2025 as required.

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: 4/30/2025**591-1-1-.29 Required Reporting****Met****Comment**

Discussed reporting requirements.

Safety**Records Reviewed: 10****Records with Missing/Incomplete Components: 4**

Staff # 1

Not Met

Date of Hire: 10/01/2024

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate

Staff # 2

Not Met

Date of Hire: 02/20/2025

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 5

Not Met

Date of Hire: 02/10/2025

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8

Not Met

Date of Hire: 01/08/2025

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

591-1-1-.05 Animals**Met****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)**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

Staff # 1

Not Met

Date of Hire: 10/01/2024

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate

Staff # 2

Not Met

Date of Hire: 02/20/2025

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 5

Not Met

Date of Hire: 02/10/2025

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8

Not Met

Date of Hire: 01/08/2025

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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.

Records Reviewed: 10

Records with Missing/Incomplete Components: 4

Staff # 1

Not Met

Date of Hire: 10/01/2024

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate

Staff # 2

Not Met

Date of Hire: 02/20/2025

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

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 5

Not Met

Date of Hire: 02/10/2025

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

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8

Not Met

Date of Hire: 01/08/2025

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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

Not Met

Finding

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that Staff # 2 hired on February 20, 2025, Staff # 5 hired on February 10, 2025, and Staff # 8 hired on January 8, 2025, did not submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site prior to being present at the site.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will review to ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will review to ensure the CRC rules are maintained.

Correction Deadline: 4/22/2025

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that Staff # 2 hired on February 20, 2025, Staff # 5 hired on February 10, 2025, and Staff # 8 hired on January 8, 2025, did not have a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while children were present for care on this date.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will review to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will review to ensure the CRC rules are maintained.

Correction Deadline: 4/22/2025

Comment

591-1-1-.09(1)(l)2. - The Consultant discussed with the Director that the Center must immediately require a new Comprehensive Records Check Determination for a Director, Employee or Provisional Employee when there has been a lapse of employment from the child care industry that lasted for 180 calendar days (6 months) or longer.

Correction Deadline: 4/22/2025

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

The Director provided nine files for employees hired since last visit.

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

Evidence observed of 50% of center staff certified in First Aid and CPR.

Technical Assistance

591-1-1-.14(3) - The Consultant discussed with the Director adding the triangular bandage to the first aid kit.

Correction Deadline: 5/2/2025

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

591-1-1-.24(1) - The Consultant discussed with the Director maintaining Staff files on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation.

Correction Deadline: 4/27/2025

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 a review of records that Staff # 1 hired on October 1, 2024, did not complete the health and safety orientation training within the first 90 days of employment.

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: 5/6/2025

Comment

591-1-1-.33(4) - The Consultant discussed with the Director that within the first year of employment, the Director and person with primary responsibility for food preparation shall have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage.

Correction Deadline: 5/22/2025

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**Records Reviewed: 10****Records with Missing/Incomplete Components: 4**

Staff # 1

Not Met

Date of Hire: 10/01/2024

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate

Staff # 2

Not Met

Date of Hire: 02/20/2025

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 5

Not Met

Date of Hire: 02/10/2025

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8

Not Met

Date of Hire: 01/08/2025

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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**

Adequate supervision observed on this date.