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: 6/22/2022 **VisitType:** Licensing Study **Arrival:** 9:50 AM **Departure:** 10:40 AM

CCLC-13781
SLCM Child Development Center
1616 Columbia Drive Decatur, GA 30032 DeKalb County
(770) 896-2022 teressadouglas@gmail.com

Regional Consultant
Jessica Johnson
Phone: (770) 357-5090
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jessica.johnson@decal.ga.gov

Mailing Address
Same

Quality Rated: No

Compliance Zone Designation		
06/22/2022	Licensing Study	Good Standing
11/30/2021	Monitoring Visit	Good Standing
11/01/2021	Complaint Closure	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-2L	Infants and One Year Olds	1	4	C	13	C	NA	NA	Floor Play
Main	B-1L		0	0	C	11	C	NA	NA	
Main	C-2R	Three Year Olds	1	3	C	16	C	NA	NA	Centers
Main	D-1R	Five Year Olds and Six Year Olds and Over	1	3	C	23	C	NA	NA	Centers
Main	E-Downstairs		0	0	C	25	C	NA	NA	
		Total Capacity @35 sq. ft.: 88			Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 10		Total Capacity @35 sq. ft.: 88			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	A-6 wks-12 yrs	44	C

Comments
A virtual inspection was conducted on June 22, 2022 with the Provider Teressa Douglas. An Administrative Review was conducted on June 28, 2022. Staff files, children's files, training, and background checks were all reviewed.

Plan of Improvement: Developed This Date 06/22/2022

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 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 a1 855-800-7747 or qualityrated@decal.ga.gov **for more information. Free techincal assistance is available!**

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)

Teressa Douglas, Program Official	Date	Jessica Johnson, Consultant	Date

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Findings Report

Date: 6/22/2022 **VisitType:** Licensing Study **Arrival:** 9:50 AM **Departure:** 10:40 AM

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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) **N/A**

Comment
Center does not provide swimming activities.

Children's Records

Records Reviewed: 1	Records with Missing/Incomplete Components: 0
Child # 1	Met

591-1-1-.08 Children's Records **Not 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 records that one of five enrollment documents were uploaded as required.

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: 6/22/2022

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) — **Technical Assistance**

Technical Assistance
591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. Consultant discussed with Director storing plunger in a locked area inaccessible to children.

Correction Deadline: 6/22/2022

Technical Assistance
591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. Consultant discussed with Director covering small crack in the tile in classroom D-1R.

Correction Deadline: 6/22/2022

591-1-1-.26 Playgrounds(CR) — **Met**

Comment
Playground observed to be clean and in good repair.

Food Service

591-1-1-.15 Food Service & Nutrition — **Not Met**

Finding
591-1-1-.15(5) requires that the Center provide a menu listing all meals and snacks to be served during the current week except for School-age Centers where the food may be provided by the Parent(s) by agreement between the School-age Center and the Parent(s). Substitutions shall be recorded on the posted menu and menus shall be retained at the Center for six (6) months. It was determined based on review of records that the menu was not uploaded as required.

POI (Plan of Improvement)
The Center will list all of the current week's meals and snacks and all substitutions on the menu and keep past menus on file for six months and will implement a system to monitor this.

Correction Deadline: 6/22/2022

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

Comment
Kitchen appears clean and well organized.

Health and Hygiene

591-1-1-.07 Children's Health — **Technical Assistance**

Technical Assistance
591-1-1-.07(5) requires Center Staff to not permit children to wear around their necks or attach to their clothing pacifiers or other hazardous items.

Correction Deadline: 6/22/2022

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) — **N/A**

Comment
The Provider currently does not dispense/administer medication.

Organization

591-1-1-.04 Admission and Enrollment — **Not Met**

Finding
591-1-1-.04(1) requires Center Staff to not accept a child for enrollment or continue the child's enrollment in the Center where the Center Staff determines that services necessary to protect the health and safety of the child while at the Center cannot be provided. No child shall be admitted for care to the Center without enrollment records having been completed on the child in accordance with the requirements set forth in these rules. It was determined based on review of records that one of five enrollment documents were not uploaded as required. Four enrollment documents were not uploaded as required.

POI (Plan of Improvement)
The Center will train Staff to obtain completed enrollment records before admitting a child and to determine if the Center is able to provide necessary services for a child both prior to enrollment and for an already enrolled child.

Correction Deadline: 6/22/2022

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 that the emergency preparedness plan was not uploaded as required.

POI (Plan of Improvement)
The Center will write or revise an emergency plan that includes all of the required items.

Correction Deadline: 6/27/2022

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) — **N/A**

Comment
Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR) — **N/A**

Comment
Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Comment
Discussed SIDS and infant sleeping position.

Technical Assistance
591-1-1-.30(1)(a)3 requires that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant.

Correction Deadline: 6/22/2022

Staff Records

Records Reviewed: 5	**Records with Missing/Incomplete Components: 0**
Staff # 1 Date of Hire: 03/28/2019	Met
Staff # 2 Date of Hire: 08/29/2017	Met
Staff # 3 Date of Hire: 01/07/2020	Met
Staff # 4 Date of Hire: 02/05/2021	Met
Staff # 5	Met

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.

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

Comment
Criminal records checks were observed to be complete.

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

Finding
591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on review of records that first aid & CPR certification documents were not uploaded as required.

POI (Plan of Improvement)
The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

Correction Deadline: 7/22/2022

591-1-1-.24 Personnel Records **Not Met**

Finding
.24(2) requires Personnel files to also contain daily attendance records or other employee payroll records for the Employee for the preceding six (6) month period which may be stored away from the Center provided that the Center notifies the Department of its intention to store these records off-site, provides the Department with the name, address and phone number of the custodian of these records and allows the Department, at its discretion, to have access to these records at the custodian's location immediately or access at the Center within seven (7) business days of a Department representative's request. The Department may, at its discretion, accept photocopies of the requested records which are provided within seven (7) business days of the Department representative's request for the same;. It was determined based on review of records that personnel documents were not uploaded as required.

POI (Plan of Improvement)
Within seven business days, the Center will submit photocopies of requested records or have these available at the Center for review. The Center will ensure the Department's access to personnel records according to these rules.

Correction Deadline: 6/29/2022

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

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 review of records that 10 hour annual training documentation was not uploaded as required for 2021 calendar year as required.

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: 7/29/2022

Recited on 6/22/2022

591-1-1-.31 Staff(CR) **Not Met**

Finding

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on review of records that lead teacher credentials were not uploaded as required.

POI (Plan of Improvement)

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience.

Correction Deadline: 6/22/2022

Staffing and Supervision

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

Comment

Staff observed to provide direct supervision and be attentive to children's needs.

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

Comment

Staff observed to provide direct supervision and be attentive to children's needs.