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: 6/25/2024 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 7:10 PM

CCLC-49068
Carrington Academy at Braselton
2417 Hancock Drive Braselton, GA 30519 Hall County
(470) 238-0800 brittany.meeks@carringtonacademy.com

Lead Consultant
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Mailing Address
Same

Quality Rated: ★

Compliance Zone Designation		
06/25/2024	Licensing Study	Good Standing
05/13/2024	Monitoring Visit	Good Standing
06/13/2023	Monitoring Visit	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	1L - Room 1 - A - Infant	Infants	1	3	C	8	C	NA	NA	Nap,Floor Play
Main	2L - Room 2 - B - Infant II	Infants	2	5	C	8	C	NA	NA	Art
Main	3L - Room 5 - E - Two's	One Year Olds and Two Year Olds	2	15	C	20	C	NA	NA	Outside,Lunch
Main	3R - Room 9 - I - Preschool	Six Year Olds and Over	3	11	C	28	C	NA	NA	Centers
Main	4L - Room 6 - F - Older Two's	Two Year Olds and Three Year Olds	2	14	C	18	C	NA	NA	Outside,Lunch
Main	4R - Room 10 - J - Preschool	Four Year Olds and Five Year Olds	2	17	C	25	C	NA	NA	Lunch,Centers
Main	5L - Room 7 - G - Preschool	Three Year Olds and Four Year Olds	1	13	C	25	C	NA	NA	Transitioning,Lunch
Main	5R - Room 11 - K - School-Age		0	0	C	25	C	NA	NA	
Main	6L - Room 8 - H - Preschool	Three Year Olds and Four Year Olds	2	16	C	23	C	NA	NA	Centers
Main	Back-Right - Room 4 - D - Toddler 1-2	Two Year Olds	2	3	C	17	C	NA	NA	Diapering,Free Play
Main	Corner Back Right - Room 3 - C - Toddler 1	One Year Olds	2	6	C	15	C	NA	NA	Free Play

Total Capacity @35 sq. ft.: 212 Total Capacity @25 sq. ft.: 0

Total # Children this Date: 103	Total Capacity @35 sq. ft.: 212	Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	1L - Playground A	38	C
Main	1R - Playground C	57	C
Main	Back - Playground B	50	C

Comments

The purpose of the visit is to conduct a Licensing Study visit.

Reminders: Refer to the published communicable disease chart for guidance regarding communicable diseases. In most scenarios, only outbreaks/clusters should be reported to the local health districts.

Please be sure to contact the Hall County Department of Health, if there are any outbreaks/clusters of positive COVID-19 cases immediately and get their guidance. Please be sure to also complete a Required Report in DECAL KOALA for all individual cases of communicable diseases within 24 hours. Be sure to select “Notifiable Communicable Diseases” to report closures for COVID cases.

You must be sure to enter all temporary closures by 8 a.m. (vacation, emergencies, school closures, holidays etc…) in DECAL KOALA at all times under the Required Report tab whenever your facility is closed temporarily because you are not caring for children for one day or more. Please be sure to SAVE the report prior to exiting.

Incident Reports are to be submitted via DECAL KOALA with all signed staff statements for staff and the director.

All amendments are required to be electronically entered in DECAL KOALA effective August 2, 2021.

Please be sure to hide staff who are no longer employed in your DECAL KOALA account. Please reach out for help with this, if needed.

Please ensure that director and staff responsible for food preparation completes the four (4) hours of nutrition training as soon as possible but within the first year of employment.

For centers conducting or planning on conducting transportation, please remember that the transportation training certificates must be completed prior to participating in transportation and renewed every two years for anyone checking the vehicle, chaperoning on a trip, and signing the checklist, including the director. Please ensure that directors ensure that they also complete the transportation training upon being hired at the center. Please ensure to contact your consultant for guidance if you have not been conducting transportation and plan on conducting transportation.

**Beginning January 1, 2024, there is a free Transportation Training available on OLLI in Georgia PDS (GaPDS) as ProSolutions will no longer offer the class for free. Also, you will be able to find the Health and Safety Orientation Training, which will be 18 hours, for free as well.

Provided updated orientation checklist.

Share information regarding the indicator manual and utilizing it.

Emailed updated Transportation forms including sample as of October 1, 2023, to begin using immediately.

Discussed regarding ensuring to complete rechecks for Criminal Records checks at least 90 days before the five-year expiration. Suggestion: Check monthly or sooner to ensure that staff’s criminal records checks are not about to expire.

One Day Letter

Plan of Improvement: Developed This Date 06/25/2024

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

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)

QUALITY RATED CHILD CARE

CAPS CHILDCARE AND PARENT SERVICES

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!**

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(Findings Report)

Date: 6/25/2024 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 7:10 PM

CCLC-49068
Carrington Academy at Braselton
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(470) 238-0800 brittany.meeks@carringtonacademy.com

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Mailing Address
Same

The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.12 Equipment & Toys(CR) **Not Met**

Finding
591-1-1-.12(4) requires that 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. It was determined based on observation that in the 5L classroom, the air purifier was observed on a shelf in the music area and was observed to not be secure. Also, a sensory table was observed to have a broken top with a sharp edge.

POI (Plan of Improvement)
The Center will ensure that the identified equipment or furniture and any other such existing or future items are secured adequately and will have a system for checking these for stability. The provider will remove the air purifier and sensory table during the visit.

Correction Deadline: 6/25/2024

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: 4**

Child # 1 Not Met
"Missing/Incomplete Components"
.08(1)-Parent Names, Work Numbers

Child # 2 Not Met
"Missing/Incomplete Components"
.08(1)-Emergency Contact information Missing

Child # 4 Not Met
"Missing/Incomplete Components"
.08(1)-Parent Names, Work Numbers

Child # 5 Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

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, intellectual disabilities or developmental disabilities which limit the child's participation in the program. It was determined based on a review of records that the following children's records were missing information:
-Child #1 was missing their father's work address.
-Child #2 was missing their emergency contact information.
-Child #4 was missing their father and mother's work address.
-Child #5 was missing their father and mother's work address.

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. The provider will ensure that the parents complete the information at drop off and pick up.

Correction Deadline: 6/25/2024

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**

Correction Deadline: 5/13/2024

Corrected on 6/25/2024
.25(13) - The previous citation was observed to be corrected in that the fridge were observed to be locked and did not contain adult food and beverages. Please ensure that the fridge remains locked at all times.

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 accessible:

-3L: Bugs spray and A and D ointment were observed in a child's bag and was accessible.
-3R: Sunscreen was observed to be accessible in a child's bag and lotion was observed to be accessible in a bag in the pretend play area.
-4L: An air purifier was observed to be accessible in a corner near language and literacy area.
-4R: There was a purse/bag accessible near the cots and flushable wipes packaging and plastic grocery bags accessible in children's bags.
-5L: An air purifier was accessible near the cots.
-5R: Adult scissors, stapler and yellow extension cord were observed to be accessible in a cubby on the left. Also, an air purifier was observed to be accessible near the pretend play area.
-6L: Sunscreen was observed in a child's bag and plastic grocery bags were observed in a child's bag and in the cubby area.

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. Some of the teachers removed the items during the visit.

Correction Deadline: 6/25/2024

Technical Assistance
591-1-1-.25(8) **-** Please ensure all outlets that are not child proof are covered at all times especially power strips when not in use.

Correction Deadline: 6/25/2024

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

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 following area were observed to be in need of repair on the fence:
-Back Right Playground: In the seventh section from the gate, at the bottom, the spokes on the bottom of the fence were sticking out creating a potential hazard.
-Back Left Playground: In the sixth section, from the right gate, there was a hole at the bottom five inches wide and approximately two feet long. Also, the fence at the top of the gate leading to the infant/toddler playground, there were two gaps on the left side 12 inches wide and a gap at the right 11 inches wide.

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. The provider stated that they will notify maintenance to make the repairs.

Correction Deadline: 7/2/2024

Finding
591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation that the second step on the climber on the back right playground was observed to be cracked and had a sharp edge.

POI (Plan of Improvement)
The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

Correction Deadline: 7/5/2024

Finding
591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that two drains on the back right playground was observed to not be covered. One of the drain pipes was cracked.

POI (Plan of Improvement)
The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards. The provider stated that she will notify maintenance to complete repairs this week.

Correction Deadline: 7/5/2024

Food Service

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

Technical Assistance
591-1-1-.15(2) - Please ensure that all information is completed on the infant feeding plans including parent's initials.

Correction Deadline: 6/25/2024

Health and Hygiene

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

Comment
Proper diapering procedures observed.

591-1-1-.17 Hygiene(CR) — **Met**

Comment
Proper hand washing observed throughout the center.

591-1-1-.20 Medications(CR) — **Met**

Comment
Documentation for medication dispensing observed complete.

Safety

591-1-1-.11 Discipline(CR) — **Met**

Comment
Age-appropriate discussion and/or redirection observed.

591-1-1-.13 Field Trips(CR) — **Not Met**

Finding
591-1-1-.13(6) requires Center Staff to have emergency medical information on each child who goes on a field trip that includes allergies, special medical needs and conditions, current prescribed medications required to be taken on a daily basis for a chronic condition, the name and phone number of the child's doctor, the local medical facility the Center uses in the area where the Center is located, and the telephone numbers where the parent can be reached. The emergency medical information shall be left at the Center as well as taken on the trip in the possession of the adult in charge of the trip. It was determined based on a review of records that five children being transported on a field trip on June 21, 2023 and June 25, 2024, did not have evidence of their medical emergency forms and two children were missing their physician's information.

POI (Plan of Improvement)
Center Staff will review emergency medical information for each child who goes on a field trip and obtain any missing information. The Center will ensure that this information is in the possession of both the Center and the required adult on the trip. The provider will make sure that the parents complete first thing in the morning.

Correction Deadline: 6/25/2024

591-1-1-.36 Transportation(CR) **Not Met**

Finding
591-1-1-.36(4)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, taillights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Center or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined based on a review of records that vehicle tag number DWG 137 did not have a current inspection. The inspection was completed on May 9, 2023. Vehicle tag number DWG 138 did not have a current inspection. The inspection was completed on May 8, 2023.

POI (Plan of Improvement)
The Center will obtain the annual vehicle inspection. The provider will ensure that the inspection is completed and up to date.

Correction Deadline: 6/30/2024

Finding
591-1-1-.36(6) requires written Parental authorization for routine transportation provided by or on behalf of the Center. Written authorization must include the routine pick-up location, routine pick-up time, routine delivery location, routine delivery times and the name of any person authorized to receive the child. It was determined based on a review of records that five children did not have evidence of their parental authorization on file.

POI (Plan of Improvement)
The Center will obtain the required written parental authorization. The provider will ensure to have parents complete the documentation for children being transported before transported.

Correction Deadline: 6/26/2024

Finding
591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on a review of records that during the week of May 13, 2024, the driver did not record when a child entered and exited the vehicle from Martin Technology Academy on Thursday and Friday.

POI (Plan of Improvement)
The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle. The provider will triple check that all information is completed on transportation checklist.

Correction Deadline: 6/26/2024

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) **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 #12 hired on June 17, 2024, did not have current evidence of a complete fingerprint application. The application was observed to be incomplete.

POI (Plan of Improvement)
IMMEDIATE CORRECTION - The Center will ensure to complete a fingerprint application for staff prior to them being present at the center 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 the CRC modules regarding criminal records to ensure the CRC rules are maintained. The provider will ensure that staff completes the application.

Correction Deadline: 6/25/2024

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 #12 hired on June 17, 2024, did not have current evidence of a satisfactory records check determination.

POI (Plan of Improvement)
IMMEDIATE CORRECTION - The Center will ensure to receive a completed a records check determination for staff prior to them being present at 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 childcare 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 the CRC modules regarding criminal records to ensure the CRC rules are maintained. The provider will ensure that the letter is completed immediately.

Correction Deadline: 6/25/2024

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

Finding
591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records that the following staff were missing their CPR and First Aid training:
-Staff #9 hired on February 23, 2024.
-Staff #25 hired on August 21, 2023.

POI (Plan of Improvement)
The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date. The provider stated that they will schedule a course and let the consultant know if it will not be within the deadline.

Correction Deadline: 7/25/2024

Technical Assistance
591-1-1-.14(3) - Please ensure that all items are in the first aid kits in the building and on the vehicles.

Correction Deadline: 7/5/2024

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 the following staff did not have evidence of their Health and Safety Orientation Training:
-Staff 2 hired on December 24, 2023.
-Staff #6 hired on August 31, 2023.
-Staff #8 hired on January 5, 2023.
-Staff #18 hired on February 8, 2023.
-Staff 19 hired on July 11, 2023.

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. The provider will ensure that staff completes by next week.

Correction Deadline: 7/25/2024

Finding
591-1-1-.33(4) requires 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. It was determined based on a review of records that staff #16 hired on July 17, 2021, did not have evidence of nutrition training.

POI (Plan of Improvement)
The Center will schedule food preparation training, as required, and follow up to ensure the training is completed. The provider will ensure that the training is completed by next week.

Correction Deadline: 7/25/2024

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 the following staff did not have ten hours of annual training for 2023:
-Staff #3 hired on March 28, 2022.
-Staff #4 hired on March 7, 2022.
-Staff #7 hired on February 1, 2022.
-Staff #16 hired July 19, 2021.

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. The provider will ensure that staff completes at least one hour of training within the week.

Correction Deadline: 7/25/2024

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 a review of records that the following teachers did not have evidence of the education credential on file:
-Staff #2 hired on December 24, 2023.
-Staff #8 hired on January 5, 2023.
-Staff #14 hired on October 17, 2022.
-Staff $15 hired on March 21, 2022.
-Staff #18 hired February 8, 2023.
-Staff 22 hired on July 1, 2022.
-Staff #23 hired on August 7, 2023.

POI (Plan of Improvement)

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience. The provider will reach out to staff to complete or turn in any missing credentials.

Correction Deadline: 12/25/2024

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

Adequate supervision observed on this date. Discussed the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm’s length away from children thirty-six (36) months of age and younger.