



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: 9/21/2021 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 11:00 AM

CCLC-53300

Muscogee Child Development Center

3900 Baker Plaza Drive Columbus, GA 31903 Muscogee County
 (706) 649-0780 sawilliams@espcaa.org

Regional Consultant

Penny Svenson

Phone: (470) 346-1037

Fax: (678) 891-5613

penny.svenson@decal.ga.gov

Mailing Address

2601 Cross Country Drive, Building C
 Columbus, GA 31907

Quality Rated: No

<u>Compliance Zone Designation</u>		
09/21/2021	Licensing Study	Good Standing
06/09/2021	Initial Licensing Study	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	Room A	Four Year Olds	2	6	C	22	C	NA	NA	Centers
Main	Room B	Four Year Olds	2	7	C	19	C	NA	NA	Centers
Main	Room C	Four Year Olds	2	11	C	21	C	NA	NA	Circle Time,Story
Main	Room D	GA PreK	2	12	C	21	C	NA	NA	Centers
Main	Room E	Three Year Olds	2	10	C	17	C	NA	NA	Centers
Main	Room F	Three Year Olds	2	7	C	21	C	NA	NA	Circle Time
Main	Room G	Three Year Olds	2	8	C	24	C	NA	NA	Centers
Main	Room H		0	0	C	13	C	NA	NA	
Main	Room I	One Year Olds and Two Year Olds	2	4	C	11	C	NA	NA	Centers,Free Play
Main	Room J	Three Year Olds	2	9	C	21	C	NA	NA	Circle Time
Main	Room K	Four Year Olds	3	11	C	20	C	NA	NA	Centers
Main	Room L	Three Year Olds	2	5	C	21	C	NA	NA	Story,Circle Time
		Total Capacity @35 sq. ft.: 180			Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Playground Limitations			
Total # Children this Date: 90		Total Capacity @35 sq. ft.: 180			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	19	C
Main	Playground B	40	C

Comments

September 21, 2021--A virtual visit was conducted due to COVID-19 Pandemic.

Plan of Improvement: Developed This Date 09/21/2021

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



Please refer to the website, <http://www.dec.state.ga.us/CCS/Regulations.aspx>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee



Important New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>

Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@dec.state.ga.us

O.C.G.A. Section 42.1.12(i)(2) requires Bright from the Start: Georgia Department of Early Care and Learning to notify licensed child care programs on accessing and retrieving from the Georgia Bureau of Investigation's (GBI) website a list of the names and addresses of all registered sexual offenders. Please see GBI's website located at <http://gbi.georgia.gov> to access the Georgia Sex Offender Registry.

Refutation Process:

You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), e-mail the following information to CCSRefutations@dec.state.ga.us.

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://dec.state.ga.us/ChildCareServices/RefutationInformation.aspx>

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.

Bright from the Start recommends that all licensed child care providers carry liability insurance coverage sufficient to protect its clients. If you do not have this liability insurance, you are required to post a notice with ½ inch letters in a conspicuous location in the program, notify the parent or guardian of each child in care in writing, obtain their signature to acknowledge receipt and maintain this written acknowledgment on file at the program at all times while the child attends the program and for 12 months after the child's last date of attendance. (O.C.G.A. Section 20-1A-4)

Samantha Williams, Program Official

Date

Penny Svenson, Consultant

Date



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Findings Report

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Arrival: 10:00 AM

Departure: 11:00 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)

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 2

Child # 1

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 2

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 3

Met

Child # 4

Met

Child # 5

Met

Finding

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on a review of records that five out of five children's application did not have the addresses of the person(s) to whom the child may be released to listed 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: 9/21/2021

	Facility
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591-1-1-.06 Bathrooms Met

Comment

Bathrooms observed to be clean and well maintained.

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

Comment

Licensed capacity observed to be routinely met by center.

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

Comment

Center appears clean and well maintained.

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

Comment

Playground observed to be clean and in good repair.

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

Comment

Please ensure that infant feeding forms are updated regularly.

591-1-1-.18 Kitchen Operations Met

Comment

Please ensure that all food items are stored in airtight containers.

	Health and Hygiene
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591-1-1-.10 Diapering Areas & Practices(CR)	Met
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Correction Deadline: 6/9/2021

Corrected on 9/21/2021

The correction was observed on this date. The Director stated the vents for Rooms H and I were installed before school started on August 9, 2021.

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

Proper hand washing observed throughout the center.

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

The Director stated that no medications have been administered for the current school year.

Policies and Procedures

591-1-1-.27 Posted Notices	Technical Assistance
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Technical Assistance

The Consultant discussed with the Director to ensure all of the following postings were posted as required: the Center's current License or Permit; a copy of these rules; a copy of the current communicable disease chart; a statement allowing Parent(s) access to all child care areas upon notifying any staff member of his or her presence; names of persons responsible for the administration of the Center in the administrator's absence; the dated current week's menu for meals and snacks; emergency plans for severe weather, fire, and other emergency situations; a statement requiring visitors to check in with Staff when entering the Center; no smoking signs; and a notice provided by the Department which advises Parents of their right to review a copy of the Center's most recent licensure evaluation report upon request to the Center Director. The Center shall provide any Parent with a copy of this evaluation report upon request.

Correction Deadline: 9/21/2021

Safety

591-1-1-.05 Animals	Met
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Comment

Center does not keep animals on premises.

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

Age-appropriate discussion and redirection were observed.

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

Center does not participate in field trips at this time.

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

Complete documentation of transportation observed.

Sleeping & Resting Equipment

Comment

Please ensure that cribs/cots are labeled for individual use.

Staff Records**Records Reviewed: 47****Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 06/09/2021	
Staff # 2	Met
Date of Hire: 06/09/2021	
Staff # 3	Met
Date of Hire: 06/09/2021	
Staff # 4	Met
Date of Hire: 06/09/2021	
Staff # 5	Met
Date of Hire: 05/24/2021	
Staff # 6	Met
Date of Hire: 06/09/2021	
Staff # 7	Met
Date of Hire: 06/09/2021	
Staff # 8	Met
Date of Hire: 06/09/2021	
Staff # 9	Met
Date of Hire: 06/09/2021	
Staff # 10	Met
Date of Hire: 06/09/2021	
Staff # 11	Met
Staff # 12	Met
Date of Hire: 06/09/2021	
Staff # 13	Met
Date of Hire: 06/02/2021	
Staff # 14	Met
Date of Hire: 06/09/2021	

Staff # 15	Met
Date of Hire: 06/09/2021	
Staff # 16	Met
Date of Hire: 06/09/2021	
Staff # 17	Met
Staff # 18	Met
Date of Hire: 06/09/2021	
Staff # 19	Met
Date of Hire: 06/09/2021	
Staff # 20	Met
Date of Hire: 06/09/2021	
Staff # 21	Met
Date of Hire: 06/09/2021	
Staff # 22	Met
Date of Hire: 06/09/2021	
Staff # 23	Met
Date of Hire: 06/09/2021	
Staff # 24	Met
Staff # 25	Met
Date of Hire: 06/09/2021	
Staff # 26	Met
Date of Hire: 06/09/2021	
Staff # 27	Met
Date of Hire: 08/09/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 28	Met
Date of Hire: 06/09/2021	
Staff # 29	Met
Date of Hire: 06/09/2021	
Staff # 30	Met
Date of Hire: 06/09/2021	

Staff # 31	Met
Date of Hire: 06/09/2021	
Staff # 32	Met
Staff # 33	Met
Date of Hire: 06/09/2021	
Staff # 34	Met
Date of Hire: 06/09/2021	
Staff # 35	Met
Date of Hire: 06/09/2021	
Staff # 36	Met
Date of Hire: 06/09/2021	
Staff # 37	Met
Date of Hire: 02/22/2021	
Staff # 38	Met
Date of Hire: 08/09/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 39	Met
Date of Hire: 06/09/2021	
Staff # 40	Met
Date of Hire: 06/09/2021	
Staff # 41	Met
Date of Hire: 06/09/2021	
Staff # 42	Met
Staff # 43	Met
Date of Hire: 11/09/2020	
Staff # 44	Met
Date of Hire: 10/19/2020	
Staff # 45	Met
Date of Hire: 06/09/2021	
Staff # 46	Met
Date of Hire: 06/09/2021	

Staff # 47

Met

Date of Hire: 02/22/2021

Staff Credentials Reviewed: 13**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Technical Assistance****Technical Assistance**

The Consultant discussed with the Director to ensure all staff that have a portability deadline that has not expired be ported into the Center's Koala account before being present on the premises.

Correction Deadline: 9/21/2021**591-1-1-.14 First Aid & CPR****Met****Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training**Technical Assistance****Technical Assistance**

Documentation observed of required staff training. The Consultant discussed with the Director that the 10-hour Health and Safety Orientation could only be used once

591-1-1-.31 Staff(CR)**Met****Comment**

Staff observed to be compliant with applicable laws and regulations.

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

Center observed to maintain appropriate staff:child ratios.

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

Adequate supervision observed on this date.