



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: 7/12/2023 **VisitType:** Complaint Investigation & Monitoring Visit

Arrival: 10:00 AM **Departure:** 3:15 PM

CCLC-57526
Hope Learning Academy
230 Charter Lane Macon, GA 31210 Bibb County
(478) 216-5548 hope.learning22@gmail.com

Regional Consultant
Yolanda Marable
Phone: (770) 357-9953
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Mailing Address
Same

Quality Rated: ★

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.
07/12/2023	Complaint Investigation & Monitoring Visit	Good Standing	
06/14/2023	Monitoring Visit	Good Standing	
05/25/2023	TA Follow Up	NA	

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- 1R- 2yrs old	Infants and One Year Olds	2	10	C	17	C	NA	NA	Floor Play
Main	B- 3R- 1 year		0	0	C	13	C	NA	NA	Not In Use
Main	C- 2R- Infants	Two Year Olds	1	9	C	10	C	NA	NA	TV
Main	D- 1L- 5+	Three Year Olds and Six Year Olds and Over	1	17	C	26	C	NA	NA	TV
Main	E- 2L- 5+		0	0	C	13	C	NA	NA	Not In Use
Main	F- 4R- 3-4 yrs		0	0	C	20	C	NA	NA	Not In Use

Total Capacity @35 sq. ft.: 99

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 36

Total Capacity @35 sq. ft.: 99

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A- School-age	60	C
Main	B	45	C
Main	C	16	C

Comments

Consultant reviewed the citations with the provider.

Plan of Improvement: Developed This Date 07/12/2023

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.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)



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 at 855-800-7747 or qualityrated@dec.ga.gov for more information. Free technical assistance is available!



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(Findings Report)

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The following information is associated with a Monitoring Visit:

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.

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)

Met

Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

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

Met

Correction Deadline: 6/30/2023

Corrected on 7/12/2023

Previous citation corrected on this date.

Correction Deadline: 6/30/2023

Corrected on 7/12/2023

Previous citation corrected on this date.

Health and Hygiene

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)**Met****Comment**

The Provider currently does not dispense/administer medication.

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 the children attending the field trip to Amstar Cinema 16 on June 14, 2023 and July 12, 2023 did not have evidence of emergency medical information at the center or on the filed trip.

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.

Correction Deadline: 7/12/2023

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

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on a review of records that staff member #2 and #8 did not have evidence of two-hour transportation training.

POI (Plan of Improvement)

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

Correction Deadline: 7/22/2023

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 the loading and unloading were not completed on the field trip from Amstar Cinema 16 on June 14, 2023 (unload) and July 12, 2023 (load).

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.

Correction Deadline: 7/13/2023

Finding

591-1-1-.36(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Center, and the last stop during transportation to home or school. The responsible person on the vehicle shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; sign the passenger transportation checklist (s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was determined based on a review of records that the first check was not completed on the field trip from Amstar Cinema 16 on June 14, 2023.

POI (Plan of Improvement)

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

Correction Deadline: 7/13/2023

Finding

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on a review of records that the second check was not completed on the field trip to Amstar Cinema 16 conducted on June 14, 2023.

POI (Plan of Improvement)

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

Correction Deadline: 7/12/2023

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)

Met

Comment

Discussed SIDS and infant sleeping position.

Staff Records

Records Reviewed: 9

Records with Missing/Incomplete Components: 7

Staff # 1

Not Met

Date of Hire: 06/05/2023

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 2

Not Met

Date of Hire: 05/08/2023

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.14(2)-CPR missing,.14(2)-First Aid Missing,.36(3)(a-b)-2 hrs. Transportation Training missing

Staff # 3

Not Met

"Missing/Incomplete Components"

.24(1)-No Record

Staff # 4

Not Met

Date of Hire: 06/28/2023

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 5

Not Met

Date of Hire: 04/24/2023

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 7

Not Met

Date of Hire: 06/12/2023

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 8

Not Met

Date of Hire: 05/04/2023

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.14(2)-CPR missing,.14(2)-First Aid Missing,.36(3)(a-b)-2 hrs. Transportation Training missing

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

Met

Comment

Director provided 3 file(s) for employees hired since last visit.

591-1-1-.24 Personnel Records

Not Met

Finding

591-1-1-.24(1) requires the center to maintain a personnel file 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; It was determined based on a review of records that staff member #3 did not have evidence of an employment application.

POI (Plan of Improvement)

The Center will secure required information for all Personnel. The Center will ensure that complete information is in the personnel file for all Directors, Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance and other Support Staff.

Correction Deadline: 7/12/2023

Recited on 7/12/2023

591-1-1-.33 Staff Training

Not Met

Finding

591-1-1-.33(1) requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task. It was determined based on review of records that staff member #1, 2,4, 5,7 and 8 did not have evidence of orientation.

POI (Plan of Improvement)

The Center will develop and provide orientation for all new Staff prior to their staff's assignment to children or task.

Correction Deadline: 7/14/2023

Recited on 7/12/2023

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)

Not Met

Finding

591-1-1-.32(2) requires the Center maintain Staff:child ratios in mixed-age groups based on the age of the youngest group of children that includes more than twenty percent of the total number of children in the mixed-age group. It was determined based on observation that there was a staff:child ratio of 1:17 among 11 three-year-old and six school age children in the First Left classroom. A staff:child ratio of 2:17 was required.

POI (Plan of Improvement)

The Center will provide adequate staff when there is a mixed-age group.

Correction Deadline: 7/12/2023

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

Met

Comment

Adequate supervision observed on this date.