



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: 12/13/2022 **VisitType:** Monitoring Visit

Arrival: 3:15 PM

Departure: 5:30 PM

CCLC-53643

Jenkins Community Enrichment Center, Inc.

4218 Windsor Spring Road Hephzibah, GA 30815 Richmond County
 (706) 955-3679 greent23@bellsouth.net

Mailing Address

2508 Atkins LN
 Hephzibah, GA 30815

Regional Consultant

Kaycee Purvis

Phone: (770) 357-4915

Fax: (404) 478-8085

kaycee.purvis@dec.al.ga.gov

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.
12/13/2022	Monitoring Visit	Deficient	
06/15/2022	Complaint Investigation by Phone	Good Standing	
06/07/2022	Licensing Study	Good Standing	
			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	Six Year Olds and Over	1	2	C	24	C	NA	NA	Homework
Main	B	Six Year Olds and Over	2	10	C	22	C	NA	NA	Centers, Homework
Main	C		0	0	C	22	C	NA	NA	
Main	D	Six Year Olds and Over	1	10	C	15	C	NA	NA	Snack

Total Capacity @35 sq. ft.: 83

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 22

Total Capacity @35 sq. ft.: 83

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	38	C

Comments

The purpose of this visit was to conduct a Monitoring Visit.

Plan of Improvement: To Be Submitted 12/29/2022

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.dec.state.ga.us/CCS/RuleAndRegulations.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 at 855-800-7747 or qualityrated@dec.state.ga.us for more information. Free technical 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)

Barbara Cofer, Program Official

Date

Kaycee Purvis, Consultant

Date



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Findings Report

Date: 12/13/2022 **VisitType:** Monitoring Visit

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Departure: 5:30 PM

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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)

N/A

Comment

Center does not provide swimming activities.

Children's Records

591-1-1-.08 Children's Records

Met

Correction Deadline: 6/25/2022

Corrected on 12/13/2022

.08(2) - Correction of previous citation in that the center had evidence of immunizations for children on this date.

Facility

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

Met

Comment

Licensed capacity observed to be routinely met by center.

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 upon observation that the following hazards were observed accessible to children in Classroom B:

- A broom was in the corner of the right bathroom.
- A dust pan was in the corner of the right bathroom.
- A pack of Members Mark baby wipes were on the toilet tank in the right bathroom.
- First Aid kit in the right bathroom containing 36 packs of Alcohol Prep Pads, six packs of Sting Relief, twelve packs of Antiseptic Wipes, 20 packs of Antibiotic Ointment, three packs of Hand Sanitizer, and a pair of scissors.

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Correction Deadline: 12/12/2022

Recited on 12/13/2022

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

Met

Correction Deadline: 6/17/2022

Corrected on 12/13/2022

.26(8) - Correction of previous citation in that the Consultant observed adequate resilient surfacing on this date.

Health and Hygiene

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

N/A

Comment

No children enrolled who require diapering. School age children attend only for after school hours.

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

Met

Comment

Staff were observed to remind children to wash hands.

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 upon observation that there were five packs of Aspirin, five packs of Antacid, and five packs of Non-Aspirin accessible to children in a First Aid Kit in the right bathroom in Classroom B on this date.

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Correction Deadline: 12/13/2022

Safety

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

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

Met

Correction Deadline: 6/7/2022

Corrected on 12/13/2022

.13(2) - Correction of previous citation in that the Consultant observed completed field trip documentation on this date.

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

Not Met

Technical Assistance

591-1-1-.36 - Please ensure that only one vehicle tag is listed on transportation documentation to determine which vehicle was used.

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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 upon a review of records that Staff #1 who participated in transportation did not have evidence of transportation training on this date.

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Correction Deadline: 12/30/2022

Recited on 12/13/2022

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 upon a review of records that center staff failed to document in writing with a check or other symbol to account for the load and unload of one child on the morning route from the Center to Hephzibah Elementary on December 13, 2022.

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Correction Deadline: 12/13/2022

Recited on 12/13/2022

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 upon a review of records that center staff failed to document in writing the first check on the afternoon route from Gracewood Elementary to the Center on December 13, 2022.

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Correction Deadline: 12/14/2022

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 upon observation that Center staff failed to conduct a second check of the vehicle on the afternoon route from Pine Hill Middle School, Hephzibah Middle School, Gracewood Elementary and Spirit Creek Middle School to the Center during the Consultant's visit. It was also determined that Center staff failed to conduct a second check of the vehicle on the morning route from the Center to Freedom Park Elementary School on December 12, 2022 and December 13, 2022.

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Correction Deadline: 12/13/2022

Recited on 12/13/2022

Sleeping & Resting Equipment

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

N/A

Comment

Sleeping/Naps are not required for this program. School age children attend only for after school hours.

Staff Records

Records Reviewed: 12

Records with Missing/Incomplete Components: 2

Staff # 1	Not Met
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Date of Hire: 06/01/2008

"Missing/Incomplete Components"

.36(3)(a-b)-2 hrs. Transportation Training missing

Staff # 2	Met
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Staff # 3	Met
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Staff # 4	Met
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Staff # 5	Met
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Date of Hire: 05/25/2014

Staff # 6	Met
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Date of Hire: 02/04/2021

Staff # 7	Met
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Date of Hire: 04/16/2007

Staff # 8	Met
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Staff # 9	Met
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Date of Hire: 09/07/2016

Staff # 10	Met
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Staff # 11	Met
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Staff # 12	Not Met
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"Missing/Incomplete Components"

.33(4)-Food Prep Training Missing 4 hrs.

Staff Credentials Reviewed: 0**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record checks were observed to be complete.

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

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Correction Deadline: 7/7/2022

Corrected on 12/13/2022

.33(3) - Correction of previous citation in that the Consultant observed documentation of Health and Safety Orientation training on this date.

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 upon a review of records that Staff #12 did not have evidence of four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage as required.

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Correction Deadline: 12/30/2022

Recited on 12/13/2022

Defer

591-1-1-.33(5)-Citation deferred. Due date not approached.

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Correction Deadline: 12/31/2022

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)

Not Met

Finding

591-1-1-.32(7) requires that children be supervised at all times appropriate to the individual age, needs and capabilities of each child. Such supervision must include, but not be limited to, indoor and outdoor activities, mealtimes, naptime, transportation, field trips, and transitions between activities. "Supervision" means that the appropriate number of Staff members are physically present in the area where children are being cared for and are providing watchful oversight to the children, volunteers and Students-in-Training. The persons supervising in the child care area must be alert, positioned to maximize their ability to hear and see the children at all times, and able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the volunteers and Students-in-Training, and provide timely attention to the children's actions and needs. 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. It was determined based upon observation that the Staff member in Classroom D stepped out of Classroom D to speak to another Staff member in the Gym leaving ten children unsupervised for approximately one minute.

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Correction Deadline: 12/13/2022