



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: 8/6/2025 **VisitType:** Licensing Study

Arrival: 9:00 AM **Departure:** 12:50 PM

CCLC-35740

The Learning Center

1518 Huie Road Lake City, GA 30260 Clayton County
(770) 960-1999 travis.barnes@att.net

Regional Consultant

Nadia Bernard

Phone: (404) 670-9398

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nadia.bernard@decal.ga.gov

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.
08/06/2025	Licensing Study	Good Standing	
10/09/2024	Licensing Study	Good Standing	
10/24/2023	Licensing Study	Good Standing	

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	Rm. A- Infants	Infants and One Year Olds	1	5	C	19	C	NA	NA	Feeding, Floor Play
Main	Rm. B- Afterschool		0	0	C	18	C	NA	NA	
Main	Rm. C: 18mth - 2yrs	One Year Olds and Two Year Olds	1	7	C	19	C	NA	NA	Centers, Diapering
Main	Rm. D	Three Year Olds and Four Year Olds	1	14	C	20	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 76					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 26					Total Capacity @35 sq. ft.: 76					
					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	A- Infants - 1yrs	6	C
Main	B-2 TO 3yrs	54	C

Enrolled Children						
Under 1 years	1 years	2 years	3 years	4 years	5 years (Prekonly)	5 years and older
1	6	10	10	15	0	26

Comments

The CBC Policy was reviewed with the director, and the one day letter was emailed to the director.

Plan of Improvement: Developed This Date

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.decgal.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@decgal.ga.gov for more information. Free technical assistance is available!



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Phone: (404) 657-5562 WWW.DECAL.GA.GOV

(Findings Report)

Date: 8/6/2025 **VisitType:** Licensing Study

Arrival: 9:00 AM **Departure:** 12:50 PM

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Mailing Address

Same

The following information is associated with a LS:

Activities and Equipment

Records Reviewed: 10

Records with Missing/Incomplete Components: 5

Staff # 1

Not Met

Date of Hire: 02/04/2025

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 3

Not Met

Date of Hire: 09/18/2018

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 5

Not Met

Date of Hire: 08/15/2022

"Missing/Incomplete Components"

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

Staff # 6

Not Met

Date of Hire: 03/28/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 7

Not Met

Date of Hire: 11/01/2004

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

591-1-1-.03 Activities

Met

Comment

Discussed enhancing daily schedule with planned activities.

Comment

Lesson Plans were observed to be posted and reflected the current weeks activities in each classroom.

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

591-1-1-.12(2) requires that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. It was determined based on observation that the walls in Rooms A, C, and D had chipped paint.

POI (Plan of Improvement)

The Center will ensure that equipment and furniture are used by the age-appropriate group of children.

Correction Deadline: 8/29/2025

591-1-1-.35 Swimming Pools & Water-related Activities(CR)**N/A****Comment**

Center does not provide swimming activities.

Children's Records

Records Reviewed: 10

Records with Missing/Incomplete Components: 5

Staff # 1

Not Met

Date of Hire: 02/04/2025

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 3

Not Met

Date of Hire: 09/18/2018

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 5

Not Met

Date of Hire: 08/15/2022

"Missing/Incomplete Components"

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

Staff # 6

Not Met

Date of Hire: 03/28/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 7

Not Met

Date of Hire: 11/01/2004

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

591-1-1-.08 Children's Records**Met****Comment**

Records were observed to be complete and well organized.

Facility

Staff # 1 Not Met

Date of Hire: 02/04/2025

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 3 Not Met

Date of Hire: 09/18/2018

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 5 Not Met

Date of Hire: 08/15/2022

"Missing/Incomplete Components"

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

Staff # 6 Not Met

Date of Hire: 03/28/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 7 Not Met

Date of Hire: 11/01/2004

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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 on this date.

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

Not Met

Correction Deadline: 10/31/2024

Prior Visits: 10/09/2024

Corrected on 8/6/2025

.25(3) - The consultant observed the citation to be corrected on this date. The consultant observed the toilet lid in Room B to be in good repair.

Finding

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. It was determined based on observation that the following items need attention:

Room A- The exhaust fan was dusty and needed to be cleaned.

Room C- The exhaust fan was dusty and needed to be cleaned.

Room D- The exhaust fan in the bathroom was dusty and needed to be cleaned.

POI (Plan of Improvement)

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

Correction Deadline: 8/15/2025

Prior Visits: 10/09/2024

591-1-1-.25 Physical Plant-Structural/Mechanical

Technical Assistance

Technical Assistance

591-1-1-.25(14) - The Consultant discussed with the director to ensure all light fixtures are operable in all classrooms.

Correction Deadline: 9/5/2025

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

Not Met

Finding

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation that Playground A and B had 2 inches of resilient surface around fall zones when 6 inch of resilient surface was required.

POI (Plan of Improvement)

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

Correction Deadline: 8/29/2025

Prior Visits: 01/26/2023

Recited on 8/6/2025

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 Playground A and B had exposed tree roots causing a potential tripping hazard.

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. Please spray paint exposed roots.

Correction Deadline: 8/29/2025

Prior Visits: 01/26/2023, 09/29/2022

Food Service

Records Reviewed: 10

Records with Missing/Incomplete Components: 5

Staff # 1

Not Met

Date of Hire: 02/04/2025

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 3

Not Met

Date of Hire: 09/18/2018

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 5

Not Met

Date of Hire: 08/15/2022

"Missing/Incomplete Components"

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

Staff # 6

Not Met

Records Reviewed: 10**Records with Missing/Incomplete Components: 5**

Date of Hire: 03/28/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 7

Not Met

Date of Hire: 11/01/2004

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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

Center menu meets USDA guidelines.

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

Kitchen appears clean and well organized on this date.

Health and Hygiene

Records Reviewed: 10**Records with Missing/Incomplete Components: 5**

Staff # 1

Not Met

Date of Hire: 02/04/2025

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 3

Not Met

Date of Hire: 09/18/2018

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 5

Not Met

Date of Hire: 08/15/2022

"Missing/Incomplete Components"

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

Staff # 6

Not Met

Date of Hire: 03/28/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 7

Not Met

Date of Hire: 11/01/2004

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

591-1-1-.10 Diapering Areas & Practices(CR)**Not Met**

Comment

Discussed labeling of "diapering only" areas and staff work stations.

Correction Deadline: 10/9/2024

Prior Visits: 09/29/2022

Corrected on 8/6/2025

.10(4) - The consultant observed the citation to be corrected on this date. The consultant observed the changing table in Room A to be in good repair.

Finding

)591-1-1-.10(5) requires that Center Staff shall not leave infants or children unattended while being diapered or having their clothes changed on the diaper changing surface. It was determined based on observation that in Room C during a diapering change the staff member walked away twice from the changing table leaving the child unattended.

POI (Plan of Improvement)

The Center will ensure Staff are trained, procedures are reviewed periodically and diaper changing is monitored periodically.

Correction Deadline: 8/6/2025

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

Not Met

Finding

591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on observation that in Room C a child did not wash their hands after diapering.

POI (Plan of Improvement)

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

Correction Deadline: 8/6/2025

Prior Visits: 09/29/2022

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

Met

Comment

The Provider currently does not dispense/administer medication.

Policies and Procedures

Records Reviewed: 10

Records with Missing/Incomplete Components: 5

Staff # 1

Not Met

Date of Hire: 02/04/2025

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 3

Not Met

Date of Hire: 09/18/2018

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 5

Not Met

Date of Hire: 08/15/2022

"Missing/Incomplete Components"

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

Staff # 6

Not Met

Date of Hire: 03/28/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 7

Not Met

Date of Hire: 11/01/2004

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

591-1-1-.21 Operational Policies & Procedures**Technical Assistance****Comment**

Program observed complete emergency drills

Technical Assistance

591-1-1-.21(4) - : Discussed updating the Center's policies and procedures to include the program's practices regarding the expulsion and suspension of children enrolled for care within the description of behavior management and discipline actions used by the Center.

Also discussed to ensure a description of the practices followed by the Center to prevent shaken baby syndrome and abusive head trauma in children up to five years of age that includes the following information: how to recognize, respond to, and report the signs and symptoms of shaken baby syndrome and abusive head trauma; strategies to assist staff members in understanding how to care for infants and how to cope with a crying, fussing, or distraught child; strategies to ensure staff members understand the brain development of children up to five years of age; and a list of prohibited behaviors when dealing with children.

Additional information can be found in the CCLC Indicator Manual found on DECAL's website at:

<https://www.dec.state.ga.us/CCS/RuleAndRegulations.aspx> or through the Center on Shaken Baby Syndrome found at: <https://dontshake.org/>.

Correction Deadline: 8/11/2025**591-1-1-.27 Posted Notices****Met****Comment**

Please make sure that all required signs are posted and up to date.

Safety

Staff # 1

Not Met

Date of Hire: 02/04/2025

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 3

Not Met

Date of Hire: 09/18/2018

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 5

Not Met

Date of Hire: 08/15/2022

"Missing/Incomplete Components"

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

Staff # 6 Not Met

Date of Hire: 03/28/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 7 Not Met

Date of Hire: 11/01/2004

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

591-1-1-.05 Animals Met

Comment

Center does not keep animals on premises.

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

Comment

Age-appropriate discussion and/or redirection observed.

Comment

Please be mindful of voice tone in redirecting children.

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

Comment

Center does not participate in field trips at this time.

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 documents that Vehicle # RFM5498 did not have a current up to date vehicle annual safety check.

POI (Plan of Improvement)

The Center will obtain the annual vehicle inspection.

Correction Deadline: 8/11/2025

Finding

591-1-1-.36(4)(b) requires that the interior of a transportation vehicle be clean, in safe repair and free of hazardous items, objects and/or other non-essential items which could cause injury. It was determined based on observation that on Vehicle # RFM5498 had a torn seat cover on the front row passenger side seat.

POI (Plan of Improvement)

The center will maintain that all transportation vehicles are clean, in safe repair, and free from hazards.

Correction Deadline: 8/29/2025

Finding

591-1-1-.36(4)(c) requires that each vehicle be equipped with a fire extinguisher maintained in working order and kept inaccessible to children. It was determined based on observation that the fire extinguisher on Vehicle # RFM5498 was not in good repair when it read "recharge" on the gauge.

POI (Plan of Improvement)

The center will ensure that each vehicle has a working fire extinguisher and that the fire extinguisher is kept out of reach of children.

Sleeping & Resting Equipment

Records Reviewed: 10

Records with Missing/Incomplete Components: 5

Staff # 1 Not Met

Date of Hire: 02/04/2025

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 3 Not Met

Date of Hire: 09/18/2018

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 5 Not Met

Date of Hire: 08/15/2022

"Missing/Incomplete Components"

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

Staff # 6 Not Met

Date of Hire: 03/28/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 7 Not Met

Date of Hire: 11/01/2004

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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

Discussed SIDS and infant sleeping position.

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.

Correction Deadline: 10/9/2024**Prior Visits: 10/24/2023****Corrected on 8/6/2025****.30(1)(b)1 - The consultant observed the citation to be corrected on this date. The consultant observed the mats in Room D to be good repair.**

Staff Records

Records Reviewed: 10

Records with Missing/Incomplete Components: 5

Staff # 1 Not Met

Date of Hire: 02/04/2025

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 3 Not Met

Date of Hire: 09/18/2018

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 5

Not Met

Date of Hire: 08/15/2022

"Missing/Incomplete Components"

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

Staff # 6

Not Met

Date of Hire: 03/28/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 7

Not Met

Date of Hire: 11/01/2004

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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

Not Met

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 documents that staff # 8 was present at the center without a current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will 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. 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 ensure the CRC rules are maintained.

Correction Deadline: 8/6/2025

Prior Visits: 10/24/2023

Finding

591-1-1-.09(1)(l)3. requires the Center to immediately require a new Comprehensive Records Check Determination for a Director, Employee or Provisional Employee at least once every five years. It was determined based on a review of records that staff #8 was present at the center with an expired Comprehensive Records Check Determination that expired on March 31, 2025.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will create digital reminders to ensure that each Director, Employee and Provisional Employee has a Comprehensive Records Check Determination on file that has been issued within the past five years. 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 ensure CRC rules are maintained.

Correction Deadline: 8/6/2025

Prior Visits: 10/24/2023

Comment

Director provided two files for employees hired since last visit.

591-1-1-.14 First Aid & CPR(CR)**Technical Assistance****Technical Assistance**

591-1-1-.14(1)(a) - Discussed that effective July 1, 2025, new staff are required to obtain pediatric First Aid and pediatric CPR training within 45 days of employment. It was further discussed that programs must have at least one person with current pediatric First Aid and pediatric CPR training in each classroom at all times.

Correction Deadline: 9/5/2025

Correction Deadline: 11/8/2024

Corrected on 8/6/2025

.14(2) - The consultant observed the citation to be corrected on this date. The Consultant observed all current staff to have current current and up to date CPR and first aid training.

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 documents that Staff # 1 and Staff # 5 did not have the required orientation including date and signature of person providing the orientation on file.

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: 8/11/2025

Prior Visits: 10/24/2023**591-1-1-.33 Staff Training****Not Met****Comment**

Documentation observed of required staff training.

Technical Assistance

591-1-1-.33(2)(a)-(n) - Discussed that all Employees, including volunteers, independent contractors, students-in-training, etc. should have a completed initial program orientation form on file.

Correction Deadline: 8/7/2025

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 documents that the cook did not have the required four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage.

POI (Plan of Improvement)

The Center will schedule food preparation training, as required, and follow up to ensure the training is completed.

Correction Deadline: 9/5/2025

Technical Assistance

591-1-1-.33(5)(b)1. - New - Discussed that effective July 1, 2025, all staff are required to obtain at least two hours in evidence based, developmentally appropriate language and literacy practices and at least two hours in on-going child development and health and safety related topics as part of their 10 hours of annual training.

Correction Deadline: 9/5/2025

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 lead teachers in Rooms A, C, and D did not meet the minimum academic requirements to be the lead caregiver.

POI (Plan of Improvement)

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

Correction Deadline: 9/30/2025

Staffing and Supervision**Records Reviewed: 10****Records with Missing/Incomplete Components: 5**

Staff # 1

Not Met

Date of Hire: 02/04/2025

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 3

Not Met

Date of Hire: 09/18/2018

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 5

Not Met

Date of Hire: 08/15/2022

"Missing/Incomplete Components"

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

Staff # 6

Not Met

Date of Hire: 03/28/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 7

Not Met

Date of Hire: 11/01/2004

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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

Center observed to maintain appropriate staff:child ratios.

Comment

Adequate supervision observed on this date.