



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: 5/2/2022 **VisitType:** Complaint Investigation Follow Up **Arrival:** 11:00 AM **Departure:** 12:10 PM

CCLC-124

Sheltering Arms - East Lake Village

350 East Lake Boulevard, SE Atlanta, GA 30317 DeKalb County
 (404) 373-6430 laswhite@shelteringarmsforkids.com

Regional Consultant

Verlyn Gant

Phone: (404) 591-6059

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verlyn.gant@dec.al.ga.gov

Joint with: Carrie Spangler

Mailing Address
 Same

Quality Rated: ★ ★ ★

<u>Compliance Zone Designation</u>			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.
05/02/2022	Complaint Investigation Follow Up	Good Standing	
02/22/2022	Licensing Study	Good Standing	
08/06/2021	Monitoring Visit	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	1	One Year Olds	2	6	C	13	C	NA	NA	Free Play
main	10	GA PreK	2	17	C	27	C	NA	NA	Outside
main	1A, sleeping		0	0	C	0	C	NA	NA	
main	2	Infants	2	7	C	13	C	NA	NA	Free Play, Feeding
main	2A, sleeping		0	0	C	0	C	NA	NA	
main	3	One Year Olds	2	5	C	20	C	NA	NA	Free Play
main	4	One Year Olds	2	5	C	22	C	NA	NA	Free Play
main	5	Two Year Olds	2	18	C	20	C	NA	NA	Centers
main	6		0	0	C	22	C	NA	NA	
main	7	Three Year Olds and Four Year Olds	2	12	C	27	C	NA	NA	Circle Time
main	8	Three Year Olds and Four Year Olds	1	11	C	27	C	NA	NA	Transitioning
main	9	GA PreK	2	15	C	26	C	NA	NA	Outside
Total Capacity @35 sq. ft.: 217					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 96					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
main	3-5	41	C
main	Toddler	37	C

Comments

An in person complaint investigation was conducted on May 02, 2022 with the Director.

Plan of Improvement: Developed This Date 05/02/2022

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)

LaSandra White, Program Official	Date
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Carrie Spangler, Consultant	Date
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Verlyn Gant, Consultant	Date
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Findings Report

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The following information is associated with a Complaint Investigation Follow Up:

Staff Records

Records Reviewed: 26

Records with Missing/Incomplete Components: 2

Staff # 1	Met
Date of Hire: 11/01/1995	
Staff # 2	Met
Date of Hire: 08/15/2015	
Staff # 3	Met
Staff # 4	Met
Date of Hire: 09/22/2020	
Staff # 5	Met
Date of Hire: 09/25/2012	
Staff # 6	Met
Date of Hire: 08/06/2021	
Staff # 7	Met
Staff # 8	Met
Date of Hire: 09/23/1996	
Staff # 9	Met
Date of Hire: 03/27/1995	
Staff # 10	Met

Records Reviewed: 26**Records with Missing/Incomplete Components: 2**

Date of Hire: 02/25/2002

Staff # 11 Met

Staff # 12 Met

Date of Hire: 11/09/2021

Staff # 13 Met

Date of Hire: 08/01/2015

Staff # 14 Met

Date of Hire: 07/29/2021

Staff # 15 Not Met

Date of Hire: 05/02/2022

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 16 Met

Date of Hire: 09/15/2015

Staff # 17 Met

Date of Hire: 05/12/2015

Staff # 18 Met

Date of Hire: 08/28/2018

Staff # 19 Met

Date of Hire: 07/29/2021

Staff # 20 Met

Staff # 21 Met

Date of Hire: 08/04/2008

Staff # 22 Not Met

Date of Hire: 05/02/2022

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 23 Met

Date of Hire: 02/03/2017

Staff # 24 Met

Staff # 25	Met
Staff # 26	Met
Date of Hire: 09/25/2006	

Staff Credentials Reviewed: 9**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding Associated with Complaint**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on investigative findings that employee #15 hired on May 02, 2022, and employee #22 also hired on May 02, 2022, did not have their most recently issued determination letter eligible for portability electronically ported.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. 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: 5/2/2022