



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: 12/13/2023 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 10:10 AM **Departure:** 5:15 PM

CCLC-105

The Sunshine House #78

5060 Annistown Rd Stone Mountain, GA 30087 Gwinnett County
 (770) 469-1333 center78@sshouse.com

Lead Consultant

Dianne Clarke

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dianne.clarke@dec.al.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.
12/13/2023	Complaint Investigation & Licensing Study	Good Standing	
12/08/2023	TA Follow Up	N/A	
11/02/2023	TA Follow Up	N/A	

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	1L	GA PreK	2	15	C	21	C	NA	NA	Centers,Lunch
Main	1R		0	0	C	14	C	NA	NA	Not In Use
Main	2L	GA PreK	2	12	C	19	C	NA	NA	Centers
Main	2R Back	Two Year Olds	1	7	C	19	C	NA	NA	Lunch,Free Play
Main	2R Front	One Year Olds	1	7	C	13	C	NA	NA	Free Play,Lunch
Main	3L	GA PreK	2	14	C	20	C	NA	NA	Centers,Outside
Main	Left, Right Side Center	Three Year Olds and Four Year Olds	1	11	C	24	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 125					Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Fire Marshall Limitations			
Total # Children this Date: 66					Total Capacity @35 sq. ft.: 125		Total Capacity @25 sq. ft.: 0			

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A	45	C
Main	PG B Left Rear	51	C
Main	PG C Right Side	32	C

Comments

Reminders: Refer to the published communicable disease chart for guidance regarding communicable diseases. In most scenarios, only outbreaks/clusters should be reported to the local health districts.

Please be sure to contact the County Department of Health, if there are any outbreaks/clusters of positive COVID-19 cases immediately and get their guidance. Please be sure to also complete a Required Report in DECAL KOALA for all individual cases of communicable diseases within 24 hours. Be sure to select "Notifiable Communicable Diseases" to report closures for COVID cases.

You must be sure to enter all temporary closures by 8 a.m. (vacation, emergencies, school closures, holidays etc...) in DECAL KOALA at all times under the Required Report tab whenever your facility is closed temporarily because you are not caring for children for one day or more. Please be sure to SAVE the report prior to exiting.

Incident Reports are to be submitted via DECAL KOALA with all signed staff statements for staff and the director.

All amendments are required to be electronically entered in DECAL KOALA effective August 2, 2021.

Please be sure to hide staff who are no longer employed in your DECAL KOALA account. Please reach out for help with this, if needed.

Please ensure that director and staff responsible for food preparation completes the four (4) hours of nutrition training as soon as possible but within the first year of employment.

For centers conducting or planning on conducting transportation, please remember that the transportation training certificates must be completed prior to participating in transportation and renewed every two years for anyone checking the vehicle, chaperoning on a trip, and signing the checklist, including the director. Please ensure that directors ensure that they also complete the transportation training upon being hired at the center. Please ensure to contact your consultant for guidance if you have not been conducting transportation and plan on conducting transportation.

Share information regarding the indicator manual.

Email updated Transportation forms including sample as of October 1, 2023, to begin using immediately.

Plan of Improvement: Developed This Date 12/13/2023

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.decal.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.al.ga.gov for more information. Free technical assistance is available!

Ahmad Kelly, Program Official

Date

Dianne Clarke, Lead Consultant

Date



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(Findings Report)

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The following information is associated with a Licensing Study Visit:

Activities and Equipment

591-1-1-.03 Activities

Met

Correction Deadline: 5/10/2023

Corrected on 12/13/2023

.03(2) - The previous citation was observed to be corrected in that the lesson plans were observed to be current for all classrooms. Please ensure that the current lesson plans are available at all times.

591-1-1-.12 Equipment & Toys(CR)

Technical Assistance

Technical Assistance

591-1-1-.12(2) - Please ensure to remove furniture that is not in use and is in need of repairing or replacing.

Correction Deadline: 12/13/2023

591-1-1-.35 Swimming Pools & Water-related Activities(CR)

Met

Comment

Center does not provide swimming activities.

Children's Records

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

Met

Correction Deadline: 5/10/2023

Corrected on 12/13/2023

.08(1) - The previous citation was observed to be corrected in that the files were observed to be complete. Please ensure that all information is completed in children's files at all times.

Facility

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

Licensed capacity observed to be routinely met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR)	Not Met
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Technical Assistance

591-1-1-.25(13) - Please ensure that all hazardous items are kept inaccessible to children at all times.

Correction Deadline: 12/13/2023

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 were in need of cleaning and repairing:

-2R Back: The handwashing sink was observed to not drain while children washed hands.

-2L: The vents in the classroom were observed to be in need of cleaning. Also, there was a wet tile observed in the classroom.

-3L: The vents in the classroom were observed to be in need of cleaning.

-Left, Right Side Center: The faucet on the right side of the sink was in need of being replaced. The ceiling tiles were observed to be dirty.

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: 12/22/2023

591-1-1-.26 Playgrounds(CR)	Met
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Correction Deadline: 5/20/2023

Corrected on 12/13/2023

.26(6) - The previous citation was observed to be corrected in that there were new s-hooks on the swings. Please ensure to keep an eye on the swing chains and replace/repair s-hooks when needed.

Health and Hygiene

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

Proper diapering procedures observed.

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 Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures	Met
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Correction Deadline: 5/15/2023

Corrected on 12/13/2023

.21(3) - The previous citation was observed to be corrected in that the plans were completed through November 2023. Please ensure to conduct drills as required at all times.

Safety

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

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

Met

Correction Deadline: 5/20/2023

Corrected on 12/13/2023

.36(3)(a-b) - The previous citation was observed to be corrected as the director stated that they have not done transportation this school year. Please ensure that if and when transportation resumes, that all staff participating in transportation completes the transportation training whether they are a driver or signing the checklist.

Sleeping & Resting Equipment

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

Technical Assistance

Technical Assistance

591-1-1-.30(1)(b)1 - Please note that tape cannot be used to repair the mats, they are to be replaced.

Correction Deadline: 12/13/2023

Staff Records

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

Not Met

Finding

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 observation that staff #9 was not electronically ported and was present at the facility working with a child.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will be sure to complete portability request for all staff prior to them being present at the center to 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 review the CRC modules regarding criminal records to ensure CRC rules are maintained. The director worked on porting the staff during the visit.

-Please ensure that applicants/staff are listing exact dates (including month/day/year) on 10-year work history form in order to determine any breaks in service from the childcare industry.

-Please ensure that all staff, volunteers, independent contractors, substitutes etc...has their records check electronically ported to the center's list in KOALA before being present at the facility.

-Please ensure that records checks are redone if there is a six-month (180 calendar days) break in service from the childcare industry.

-Please also ensure that satisfactory records checks are updated before the expiration date.

-Ensure that all therapists and other independent contractors have an updated records check on file, before being present at the center or home or is supervised at all times by a staff with a comprehensive records check.

-Please ensure that staff with a national background check is always present with a staff who has a comprehensive background check. Staff should never be by themselves.

Correction Deadline: 12/13/2023

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)

Met

Comment

Center observed to maintain appropriate staff:child ratios.

The following information is associated with a Complaint Investigation Visit:

Staffing and Supervision

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

Met

Correction Deadline: 5/10/2023

Corrected on 12/13/2023

.32(7) - The previous citation was observed to be corrected in that the director stated that they have spoken to staff to make sure they are waling around the room and engaging and to be mindful of blind spots. Please ensure to reiterate to staff that they are to supervise the children at all times.