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: 1/27/2022 **VisitType:** Incident Investigation & Follow Up **Arrival:** 11:15 AM **Departure:** 2:00 PM

CCLC-24379

Appletree Prep Covington

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Regional Consultant

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Mailing Address
Same

Quality Rated: ★ ★

Compliance Zone Designation		
01/27/2022	Incident Investigation & Follow Up	Good Standing
12/21/2021	Incident Investigation & Follow Up	Good Standing
09/08/2021	Licensing Study	Good Standing

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.

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	14	C	21	C	NA	NA	Outside
Main	1R	Infants	2	6	C	14	C	NA	NA	Diapering,Floor Play,Nap
Main	2L Pre-K	GA PreK	2	12	C	21	C	NA	NA	Outside
Main	2R	One Year Olds	2	6	C	14	C	NA	NA	Nap
Main	3L	Four Year Olds	2	13	C	21	C	NA	NA	Nap
Main	3R	Two Year Olds	1	10	C	20	C	NA	NA	Nap
Main	4L		0	0	C	30	C	NA	NA	Not In Use
Main	4R	Three Year Olds	2	14	C	20	C	NA	NA	Nap
Main	5R		0	0	C	20	C	NA	NA	Not In Use
Main	6R		0	0	C	20	C	NA	NA	Not In Use
		Total Capacity @35 sq. ft.: 201				Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 75		Total Capacity @35 sq. ft.: 201				Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A 6Wk-24 Mo	23	C
Main	B- Preschool	42	C
Main	C-School Age	34	C

Comments
January 27, 2022- The purpose of this visit was to conduct an incident investigation as well as a follow up from the previous visit on September 8, 2021.

The follow up report was discussed with the provider and a copy of the report was left at the center.

Plan of Improvement: To Be Submitted 05/04/2022

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.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

QUALITY RATED CHILD CARE

CAPS

Important New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: https://qualityrated.decal.ga.gov/
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@decal.ga.gov

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), e-mail the following information to CCSRefutations@decal.ga.gov.

1) Facility name, license number and visit date
2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: http://decal.ga.gov/ChildCareServices/RefutationInformation.aspx

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)

Madeline Natzke, Program Official Date

Chilon Martin, Consultant Date

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Findings Report

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The following information is associated with a Incident Investigation & Follow Up:

Children's Records

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

Correction Deadline: 9/8/2021

Corrected on 1/27/2022
Previous citation observed corrected on this date. Consultant checked five randomly selected files and the were completed correctly.

Food Service

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

Correction Deadline: 9/8/2021

Corrected on 1/27/2022
Previous citation observed corrected on this date. The center was observed to use the current infant feeding plan forms from the Bright From the Start website.

Staff Records

Records Reviewed: 36 **Records with Missing/Incomplete Components: 0**

Staff # 1 Met
Date of Hire: 04/24/2015

Staff # 2 Met
Date of Hire: 01/03/2022

Staff # 3 Met

Date of Hire: 01/17/2022		
Staff # 4 Date of Hire: 06/16/2021		Met
Staff # 5 Date of Hire: 01/13/2020		Met
Staff # 6 Date of Hire: 01/17/2022		Met
Staff # 7 Date of Hire: 12/06/2021		Met
Staff # 8 Date of Hire: 05/24/2021		Met
Staff # 9		Met
Staff # 10 Date of Hire: 08/02/2021		Met
Staff # 11 Date of Hire: 01/24/2022	Reminder - Health & Safety training is required within 90 calendar days of hired	Met
Staff # 12 Date of Hire: 10/11/2021		Met
Staff # 13 Date of Hire: 01/10/2022		Met
Staff # 14 Date of Hire: 01/11/2021		Met
Staff # 15 Date of Hire: 09/04/2020		Met
Staff # 16		Met
Staff # 17 Date of Hire: 10/25/2021		Met
Staff # 18 Date of Hire: 01/03/2022		Met
Staff # 19		Met

Date of Hire: 04/26/2021		
Staff # 20 Date of Hire: 12/20/2021		Met
Staff # 21 Date of Hire: 09/24/2020		Met
Staff # 22 Date of Hire: 12/20/2021		Met
Staff # 23		Met
Staff # 24		Met
Staff # 25 Date of Hire: 05/18/2019		Met
Staff # 26		Met
Staff # 27 Date of Hire: 08/09/2021		Met
Staff # 28 Date of Hire: 01/03/2022		Met
Staff # 29 Date of Hire: 11/15/2021		Met
Staff # 30 Date of Hire: 10/06/2020		Met
Staff # 31 Date of Hire: 08/06/2021		Met
Staff # 32 Date of Hire: 08/10/2021		Met
Staff # 33 Date of Hire: 09/20/2021		Met
Staff # 34 Date of Hire: 01/31/2022	Reminder - Health & Safety training is required within 90 calendar days of hired	Met
Staff # 35		Met

Records Reviewed: 36	Records with Missing/Incomplete Components: 0
Date of Hire: 01/24/2022	Reminder - Health & Safety training is required within 90 calendar days of hired
Staff # 36	Met
Date of Hire: 01/24/2022	Reminder - Health & Safety training is required within 90 calendar days of hired

Staff Credentials Reviewed: 1

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

Correction Deadline: 9/8/2021

Corrected on 1/27/2022
Previous citation observed corrected on this date. All staff members were observed to have a completed satisfactory comprehensive background check on file.

Correction Deadline: 9/8/2021

Corrected on 1/27/2022
Previous citation observed corrected on this date. All staff members were observed to have a completed satisfactory comprehensive background check on file.

Correction Deadline: 9/8/2021

Corrected on 1/27/2022
Previous citation observed corrected on this date. All staff members were observed to have a completed satisfactory comprehensive background check on file.

591-1-1-.14 First Aid & CPR **Met**

Correction Deadline: 10/8/2021

Corrected on 1/27/2022
Previous citation observed corrected on this date. All new hires hired within the last 90 days have had or have been scheduled for training.

591-1-1-.33 Staff Training **Met**

Correction Deadline: 9/9/2021

Corrected on 1/27/2022
Previous citation observed corrected on this date. All staff members, hired within 90 days, have completed the initial center orientation training upon their date of hire.

Correction Deadline: 10/8/2021

Corrected on 1/27/2022
Previous citation observed corrected on this date. All staff members have had or have been scheduled for health and safety within 90 days of their hire date.

Correction Deadline: 10/8/2021

Corrected on 1/27/2022
Previous citation observed corrected on this date. All staff members have had or are scheduled to complete the training within 90 days of their hire date.