



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: 3/13/2023 **VisitType:** Complaint Investigation Follow Up **Arrival:** 11:30 AM **Departure:** 12:30 PM

CCLC-39223

Hoke / McNeal Academy of Higher Learning

3055 River Oak Mews Decatur, GA 30034 DeKalb County
(404) 244-0878 joyscrutchings@hokemcnealacademy.com

Regional Consultant

Verlyn Gant

Phone: (404) 591-6059

Fax: (404) 591-6060

verlyn.gant@decal.ga.gov

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.
03/13/2023	Complaint Investigation Follow Up	Good Standing	
03/01/2023	Monitoring Visit	Good Standing	
01/12/2023	Complaint Investigation by Phone	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	A-3-5 Years	Four Year Olds and Five Year Olds	2	6	C	16	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 16			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 6			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Outside	35	C

Comments

An in-person complaint investigation was conducted on March 13, 2023 with the Director.

Background checks were reviewed on March 13, 2023.

The consultant completed the exit conference with the Director on March 15, 2023, and a copy of the Complaint Investigation report was emailed to the Director on March 16, 2023.

Plan of Improvement: Developed This Date 03/14/2023

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.dec.state.ga.us/CCS/Regulations.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.state.ga.us for more information. Free technical assistance is available!

Cynthia Mcneal, Program Official

Date

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:

Facility

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

Not Met

Correction Deadline: 3/1/2023

Corrected on 3/13/2023

.25(13) - Previous citation was observed to be corrected during this visit, in that based on observation, there were no plastic bags stored at low level, accessible to children.

Finding

591-1-1-.25(7) requires that doors to rooms not approved for child care, other than the kitchen doors, be latched or locked so children cannot wander into those areas. Except in School-age Centers, interior Center door locks shall permit Personnel to open the locked room from outside of the room in an emergency. It was determined based on observation that access to rooms not approved for child care, such as the kitchen, and other unapproved areas of the home were not locked or latched so children could wander into those areas.

POI (Plan of Improvement)

The Center will routinely check that doors to unapproved rooms remain latched or locked and that Staff can open the locked rooms in an emergency.

Correction Deadline: 3/13/2023

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

Not Met

Finding

591-1-1-.25(19) prohibits the use of unapproved areas for children's activity. It was determined based on observation that upon the consultant's arrival at the center, there were two children in the licensed space. Consultant observed that there were an additional four children in an unapproved area.

POI (Plan of Improvement)

The Center will discontinue use of this area.

Correction Deadline: 3/13/2023

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

Met

Correction Deadline: 3/11/2023

Corrected on 3/13/2023

.26(6) - Previous citation was observed to be corrected during this visit, in that based on observation the hazards had been repaired or removed.

Policies and Procedures

591-1-1-.29 Required Reporting

Met

Comment

Discussed reporting requirements.

Staff Records

591-1-1-.33 Staff Training

Defer

Defer

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 records that the Directors did not have the four hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage as required.

POI (Plan of Improvement)

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

Correction Deadline: 3/29/2023

Recited on 1/1/0001

Defer

591-1-1-.33(5) - Annual training will be reviewed at the next licensing study visit conducted in 2023.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 12/31/2021

Staffing and Supervision

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 on observation that upon the consultant's arrival at the center, four children were in an unapproved space and there was no Staff member physically present providing watchful oversight to the children.

POI (Plan of Improvement)

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

Correction Deadline: 3/13/2023