



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: 10/12/2022 **VisitType:** Licensing Study

Arrival: 9:30 AM

Departure: 12:10 PM

CCLC-52215

Our Little Hands Early Learning Center

6125 Macon Road, Suite E Columbus, GA 31907 Muscogee County
 (706) 507-1873 ourlittlehands.elc@gmail.com

Regional Consultant

Penny Svenson

Phone: (470) 346-1037

Fax: (678) 891-5613

penny.svenson@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.
10/12/2022	Licensing Study	Good Standing	
04/29/2022	Monitoring Visit	Good Standing	
09/20/2021	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	A	Infants	2	5	C	10	C	NA	NA	Floor Play, Diapering
Main	B		0	0	C	10	C	NA	NA	
Main	C	One Year Olds and Two Year Olds	1	7	C	11	C	NA	NA	Free Play, Circle Time
Main	D	Three Year Olds	1	9	C	12	C	NA	NA	Free Play, Centers
Main	E	One Year Olds	1	5	C	9	C	NA	NA	Circle Time, Transitioning
Total Capacity @35 sq. ft.: 50			Total Capacity @25 sq. ft.: 0			Building @35 capacity limited by Insufficient Toilets/Sinks				
Total # Children this Date: 26			Total Capacity @35 sq. ft.: 50			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	23	C

Comments

No Plan Developed was automatically chosen when the visit was opened, and the area was grayed out and could not be changed to Developed This Date.

Plan of Improvement: Developed This Date 10/12/2022

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)

Ammie Lindsay, Program Official

Date

Penny Svenson, Consultant

Date



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

Findings Report

Date: 10/12/2022 **VisitType:** Licensing Study

Arrival: 9:30 AM

Departure: 12:10 PM

CCLC-52215

Our Little Hands Early Learning Center

6125 Macon Road, Suite E Columbus, GA 31907 Muscogee County
(706) 507-1873 ourlittlehands.elc@gmail.com

Mailing Address
Same

Regional Consultant

Penny Svenson

Phone: (470) 346-1037

Fax: (678) 891-5613

penny.svenson@decal.ga.gov

The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1.12 Equipment & Toys(CR)

Met

Correction Deadline: 4/29/2022

Corrected on 10/12/2022

The correction was observed on this date.

591-1-1.35 Swimming Pools & Water-related Activities(CR)

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met
Child # 6	Met

Finding

591-1-1-.08(6) requires the Center to maintain records of a child's daily arrival and departure for the twelve (12) preceding months that the Parent or person(s) authorized by the Parent documents, in written or electronic format, each time the Parent or authorized person drops off and picks up the child. The documentation shall include at least the date, the child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person at the time of arrival and departure. These records shall be made available to the Department in printed or written form upon request. It was determined based on a review of records that multiple children were not signed in or out for each day they attended the Center as required.

POI (Plan of Improvement)

The Center will maintain arrival and departure records as required, will ensure the documentation includes all of the required information, and will provide the records to the Department when requested.

Correction Deadline: 10/12/2022

	Facility
--	-----------------

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.

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

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

591-1-1-.26 Playgrounds(CR)**Technical Assistance****Technical Assistance**

The Consultant discussed with the Director that areas of shade should be present for children while on the playground.

Correction Deadline: 11/11/2022

	Food Service
--	---------------------

591-1-1-.15 Food Service & Nutrition**Not Met****Comment**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3

Components for breakfast: Grains, Vegetables, Fruits or both, Milk

5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk

2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

Finding

591-1-1-.15(7) requires that food be served according to manufacturer's instructions and recommendations. Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking. Food shall not be accessible or served to children until it has been chopped, diced, cut or mashed and is appropriate for each child's age and individual eating, chewing and swallowing ability. It was determined based on a review of records that mini corn dogs and meatballs were served according to the menu.

POI (Plan of Improvement)

The Center will train Staff and monitor food served and accessible to children to ensure that the food does not present a choking hazard.

Correction Deadline: 10/12/2022

Technical Assistance

The Consultant discussed with the Director that foods and drinks with little or no nutritional value, i.e., sweets, soft drinks, etc. be served only on special occasions and only in addition to the required nutritious meals and snacks. Further, the Consultant discussed sugar content with the Director.

Correction Deadline: 10/12/2022

591-1-1-.18 Kitchen Operations**Technical Assistance****Technical Assistance**

The Consultant discussed with the Director the refrigeration of all perishable and potentially hazardous foods be kept at 40 degrees Fahrenheit or below and served promptly after being prepared. Further, freezer temperature shall be maintained at zero (0) degrees Fahrenheit or below.

Correction Deadline: 10/12/2022

Health and Hygiene**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Hand washing requirements for diapering were discussed with the director on this date.

591-1-1-.17 Hygiene(CR)**Met****Comment**

Please ensure soiled items are stored inaccessible to children.

591-1-1-.20 Medications(CR)**Met****Comment**

The Provider currently does not dispense/administer medication.

Policies and Procedures**591-1-1-.22 Parental Access****Technical Assistance****Technical Assistance**

The Consultant discussed with the Director that the Center was required to permit the custodial Parent(s) of the child access to all child care areas of the Center at any time the child is in attendance. The custodial Parent(s) shall make his or her presence known to Center Staff prior to removing the child from the Center.

Correction Deadline: 10/12/2022

Safety

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 redirection were observed on this date during the visit.

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)	Met
---------------------------------------	------------

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)	Not Met
---	----------------

Finding

591-1-1-.30(1)(a)3 requires that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. It was determined based on staff statements that cribs sheets were changed every other day and not daily as required.

POI (Plan of Improvement)

The center will ensure that each crib has an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant.

Correction Deadline: 10/12/2022

Staff Records

Records Reviewed: 10

Records with Missing/Incomplete Components: 0

Staff # 1	Met
-----------	-----

Date of Hire: 10/14/2020

Staff # 2	Met
-----------	-----

Staff # 3	Met
-----------	-----

Date of Hire: 08/17/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 4	Met
-----------	-----

Date of Hire: 11/04/2019

Staff # 5	Met
-----------	-----

Date of Hire: 01/10/2022

Staff # 6	Met
-----------	-----

Date of Hire: 10/11/2021

Staff # 7	Met
-----------	-----

Records Reviewed: 10**Records with Missing/Incomplete Components: 0**

Date of Hire: 11/04/2019

Staff # 8

Met

Date of Hire: 11/04/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 9

Met

Date of Hire: 01/08/2022

Staff # 10

Met

Date of Hire: 09/12/2022

Reminder - Health & Safety training is required within 90 calendar days of hired**Staff Credentials Reviewed: 4****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record checks were observed to be complete.

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

Evidence observed of 100% of center staff certified in First Aid and CPR that were required to have completed the training by this time.

591-1-1-.33 Staff Training**Technical Assistance****Comment**

Documentation observed of required staff training.

Technical Assistance

The Consultant discussed with the Director that 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.

Correction Deadline: 11/11/2022**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.

591-1-1-.32 Supervision(CR)**Met****Comment**

Staff observed to provide direct supervision and be attentive to children's needs during the visit on this date.