



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: 4/3/2023 **VisitType:** Complaint Investigation Follow Up **Arrival:** 10:30 AM **Departure:** 4:00 PM

CCLC-51921

Carrigan Preparatory School & Child Care

101 Kids Drive Dalton, GA 30720 Whitfield County
 (706) 712-4778 angela@carriganprep.com

Regional Consultant

Dianne Clarke

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dianne.clarke@dec.al.ga.gov

Mailing Address
 Same

Quality Rated: No

<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.
04/03/2023	Complaint Investigation Follow Up	Good Standing	
12/29/2022	Complaint Closure	Good Standing	
12/15/2022	Complaint Investigation & 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	Rm. A		0	0	C	11	C	NA	NA	
Main	Rm. B- 3's	Two Year Olds	2	12	C	13	C	NA	NA	Free Play
Main	Rm. C- PreK	Three Year Olds	1	12	C	20	C	NA	NA	Free Play
Main	Rm. E- Infants	Infants	1	3	C	5	C	NA	NA	Floor Play, Feeding
Main	Rm. F- 12mth-24mth	Infants	1	3	C	16	C	NA	NA	Nap
Main	Rm. G-24mth-35mth	One Year Olds	1	8	C	20	C	NA	NA	Free Play
Main	Rm.D- PreK	Three Year Olds and Four Year Olds	1	12	C	22	C	NA	NA	TV
Total Capacity @35 sq. ft.:			107		Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 50			Total Capacity @35 sq. ft.: 107		Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

This is a complaint investigation and follow up visit.

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 Whitfield County Department of Health, if there are 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 (vacation, emergencies, 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.

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.

Plan of Improvement: Developed This Date 04/03/2023

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.al.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!

Angela Langley, Program Official

Date

Dianne Clarke, 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)

Met

Correction Deadline: 12/23/2022

Corrected on 4/3/2023

.25(13) - The previous citation was observed to be corrected in that the items were removed. Please ensure that plastic bags, staplers, tape dispensers, wipes packaging and ointment are not accessible to the children at all times. Please ensure cabinets with hazardous items are repaired at all times.

Health and Hygiene

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

Met

Correction Deadline: 12/23/2022

Corrected on 4/3/2023

.10(3) - The previous citation was observed to be corrected in that the diapering pad were in good repair. Please ensure that staff are checking the diaper pads and informing management if they are in need of replacing.

591-1-1-.17 Hygiene(CR)

Met

Correction Deadline: 12/15/2022

Corrected on 4/3/2023

.17(7) - The previous citation was observed to be corrected in that children were observed to wash their hands after the bathroom. Please ensure that the children are washing their hands after the bathroom each time.

Staff Records

Comment

Director provided six files for employees hired since last 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.

591-1-1-.14 First Aid & CPR**Not Met****Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records that staff #14 hired on November 14, 2022 and staff #15 hired on September 13, 2022, did not have evidence of their CPR and First Aid completed.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 5/3/2023**Recited on 4/3/2023**

591-1-1-.24 Personnel Records**Not Met****Finding**

591-1-1-.24(1) requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation; It was determined based on a review of records that the following staff did not have evidence of orientation completed:

-Staff #2 hired on March 29, 2023.

-Staff #4 hired on March 1, 2023.

-Staff #5 hired on March 17, 2023.

-Staff #9 hired on March 2, 2023.

-Staff #13 hired on March 29, 2023.

-Staff #16 hired on March 20, 2023.

POI (Plan of Improvement)

The Center will secure required information for all Personnel. The Center will ensure that complete information is in the personnel file for all Directors, Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance and other Support Staff.

Correction Deadline: 4/8/2023

Finding

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on a review of records that staff #15 hired on September 13, 2022, did not have evidence of Health and Safety Orientation training.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

Correction Deadline: 4/24/2023

Recited on 4/3/2023

591-1-1-.31 Staff(CR)**Not Met****Finding**

591-1-1.31(2)(b)3.(iii) requires the Center to maintain the lead teacher's professional development plan in the file and available for inspection by Department staff upon request. It was determined based on a review of records that staff #7, hired on July 5, 2022, did not have evidence of their professional learning plan on file.

POI (Plan of Improvement)

The Center will maintain professional development plans in the staff file and make the plan available upon the Department's request.

Correction Deadline: 4/3/2023