



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: 9/6/2023 **VisitType:** Licensing Study **Arrival:** 11:15 AM **Departure:** 1:55 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

Cassandra Jakes-Beasley

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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.
09/06/2023	Licensing Study	Good Standing	
04/18/2023	Complaint Closure	Good Standing	
03/13/2023	Complaint Investigation Follow Up	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	Two Year Olds and Three Year Olds and Four Year Olds	2	7	C	16	C	NA	NA	Lunch,Music
Total Capacity @35 sq. ft.: 16			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 7			Total Capacity @35 sq. ft.: 16			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Outside	35	C

Comments

The purpose of the visit was to conduct the Licensing Study. Staff files, children records and Criminal records checks were reviewed.A copy of the visit was not left at the center on the day of the visit. Supporting evidence of training was requested.

September 12, 2023- The consultant reviewed the visit with the director on this date and a copy was emailed.

Plan of Improvement: Developed This Date 09/06/2023

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

Cynthia Mcneal, Program Official

Date

Cassandra Jakes-Beasley, Regional Consultant

Date



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(Findings Report)

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Comment

A variety of equipment and toys were observed throughout the center.

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

Comment

Center does not provide swimming activities.

Facility

591-1-1-.06 Bathrooms Met

Comment

Please monitor bathrooms for necessary supplies.

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) Not Met

Comment

Please note that the maximum time for special use rooms are 2 hours.

Finding

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation the following hazards were observed:

- * Plastic grocery bags were stored in the hand towel dispenser in the two restrooms.
- * A bottle of vitamins and liquid hair product were stored on top of a cubicle near the front door of the facility.
- * In the child care room, clorox disinfectant wipes and dishwasher detergent were stored on top of a cubicle, sunscreen and a topical medicated lotion were observed in children's book bags. All items were accessible

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 9/6/2023

Correction Deadline: 3/13/2023

Corrected on 9/6/2023

.25(7) - Previous citation was observed to be corrected during this visit, in that based on observation all doors to rooms not approved for child care were locked.

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

Met

Correction Deadline: 3/13/2023

Corrected on 9/6/2023

.25(19) - Previous citation observed to be corrected during the visit, in that children were observed using the special use area and the license space.

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

Technical Assistance

Technical Assistance

591-1-1-.26(8) - 591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. Discussed adding an approved resilient surface in the fall zone of the climbing structure. Please do not use this equipment until the required amount of resilient surface is added.

The consultant provided a copy of the playground maintenance checklist and emailed information on resilient surfaces.

Correction Deadline: 9/16/2023

Technical Assistance

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. Discussed modification of playground equipment. Please ensure that all replacement parts of the climber meets specification for the equipment. The metal ladder observed on the climbing structure was a modification to the equipment and may pose as a hazard.

Correction Deadline: 9/6/2023

Food Service

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

Met

Comment

Meals provided by parents.

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

Staff were observed to remind children to wash hands.

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

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Not Met****Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on a review of documentation that the Center failed to conduct drills for fire, tornado and other emergency situations as required from January through July 2022.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 9/11/2023

591-1-1-.27 Posted Notices**Met****Comment**

Please make sure that all required signs are posted and up to date.

Safety

591-1-1-.05 Animals**Met****Comment**

Center does not keep animals on premises.

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

Correction Deadline: 3/13/2023

Corrected on 9/6/2023

.11(2) - Previous citation was observed to be corrected during the visit, in that based on observation appropriate child guidance techniques were implemented.

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)**Met****Comment**

No infants enrolled.

Staff Records

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

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

591-1-1-.09 Criminal Records Check(CR)**Met****Comment**

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

Comment

Discussed criminal record check expiration date of 9/21/23 for one staff member.

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

591-1-1-.14(1) - Documentation of Current CPR and First aid observed.

Correction Deadline: 10/6/2023

591-1-1-.33 Staff Training**Not Met****Finding**

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 evidence of the four clock 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: 9/29/2023

Recited on 9/6/2023

Finding

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on consultant's review of records that all supervisory and caregiver Personnel had not completed the required 10 hours of annual training for the year 2021 as required.

It was determined based on consultant's review of records that all supervisory and caregiver Personnel had not completed the required 10 hours of annual training for the year 2022 as required.

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: 10/20/2023

Recited on 9/6/2023

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.

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

Met

Correction Deadline: 3/13/2023

Corrected on 9/6/2023

.32(7) - Previous citation was observed to be corrected during this visit, in that based on observation watchful oversight was provided to children.