



**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:** 4/26/2022 **VisitType:** Monitoring Visit

**Arrival:** 9:30 AM

**Departure:** 11:30 AM

**CCLC-684**

**Towns County Head Start/Pre-K**

1150 Konahetah Road Hiawassee, GA 30546 Towns County  
 (706) 896-4131 lisa.henderson@ndohs.org

**Regional Consultant**

Stephanie Clark

Phone: (770) 357-1712

Fax: (770) 357-1715

stephanie.clark@dec.al.ga.gov

**Mailing Address**

PO Box 475  
 Hiawassee, GA 30546

**Quality Rated:** ★ ★ ★

| <b>Compliance Zone Designation</b> |                  |               | <b>Compliance Zone Designation</b> - 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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|------------------------------------|------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 12/15/2021                         | Licensing Study  | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 02/25/2021                         | Monitoring Visit | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 10/07/2020                         | 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     | A01A (GA PreK)        | GA PreK                            | 2     | 18       | C    | 21         | C            | NA         | NA           | Centers    |
| Main     | A02A (3 YR HS)        | Three Year Olds and Four Year Olds | 2     | 14       | C    | 21         | C            | NA         | NA           | Centers    |
| Main     | A07A (Four Year Olds) | Four Year Olds and Five Year Olds  | 2     | 11       | C    | 24         | C            | NA         | NA           | Centers    |
| Main     | A08A (GA PreK)        |                                    | 0     | 0        | C    | 20         | C            | NA         | NA           | Not In Use |

Total Capacity @35 sq. ft.: 86

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 43

Total Capacity @35 sq. ft.: 86

Total Capacity @25 sq. ft.: 0

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
| Main     | Playground | 57                   | C                     |

**Comments**

An in person visit was conducted on this date.

Plan of Improvement: No Plan Developed

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](mailto: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](http://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)

Lisa Henderson, Program Official

Date

Stephanie Clark, Consultant

Date



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### Findings Report

**Date:** 4/26/2022 **VisitType:** Monitoring Visit **Arrival:** 9:30 AM **Departure:** 11:30 AM

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.12 - Consultant reminded provider to make sure all equipment and furniture to be properly secured, as applicable.

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

**Met**

**Comment**

Center does not provide swimming activities.

### Facility

**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 be mindful to keep items that pose a hazard inaccessible to children.

**Comment**

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

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

**Met**

**Comment**

Playground observed to be clean and in good repair.

### Health and Hygiene

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|                                                        |            |
|--------------------------------------------------------|------------|
| <b>591-1-1-.10 Diapering Areas &amp; Practices(CR)</b> | <b>Met</b> |
|--------------------------------------------------------|------------|

**Comment**

Staff state proper knowledge of diapering procedures.

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|                                |            |
|--------------------------------|------------|
| <b>591-1-1-.17 Hygiene(CR)</b> | <b>Met</b> |
|--------------------------------|------------|

**Comment**

Staff were observed to remind children to wash hands.

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|                                    |            |
|------------------------------------|------------|
| <b>591-1-1-.20 Medications(CR)</b> | <b>Met</b> |
|------------------------------------|------------|

**Comment**

The Provider currently does not dispense/administer medication.

|               |
|---------------|
| <b>Safety</b> |
|---------------|

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|                                   |            |
|-----------------------------------|------------|
| <b>591-1-1-.11 Discipline(CR)</b> | <b>Met</b> |
|-----------------------------------|------------|

**Comment**

Staff were observed to maintain a positive learning environment on this date.

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|                                    |            |
|------------------------------------|------------|
| <b>591-1-1-.13 Field Trips(CR)</b> | <b>Met</b> |
|------------------------------------|------------|

**Comment**

Center does not participate in field trips at this time.

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|                                       |            |
|---------------------------------------|------------|
| <b>591-1-1-.36 Transportation(CR)</b> | <b>Met</b> |
|---------------------------------------|------------|

**Comment**

Center does not provide routine transportation.

|                                         |
|-----------------------------------------|
| <b>Sleeping &amp; Resting Equipment</b> |
|-----------------------------------------|

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|                                                               |            |
|---------------------------------------------------------------|------------|
| <b>591-1-1-.30 Safe Sleeping and Resting Requirements(CR)</b> | <b>Met</b> |
|---------------------------------------------------------------|------------|

**Comment**

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

|                      |
|----------------------|
| <b>Staff Records</b> |
|----------------------|

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|                            |
|----------------------------|
| <b>Records Reviewed: 9</b> |
|----------------------------|

|                                                      |
|------------------------------------------------------|
| <b>Records with Missing/Incomplete Components: 0</b> |
|------------------------------------------------------|

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

Date of Hire: 11/13/2020

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

Date of Hire: 09/24/2018

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

Date of Hire: 02/07/2022

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

Date of Hire: 03/28/2022

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

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

Date of Hire: 08/17/2021

**Records Reviewed: 9**

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

|                          |     |
|--------------------------|-----|
| Staff # 6                | Met |
| Date of Hire: 08/05/2021 |     |
| Staff # 7                | Met |
| Date of Hire: 10/29/2012 |     |
| Staff # 8                | Met |
| Date of Hire: 08/30/2018 |     |
| Staff # 9                | Met |
| Date of Hire: 08/30/2021 |     |

**Staff Credentials Reviewed: 3**

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

**Comment**

Criminal record checks were observed to be complete.

**591-1-1-.31 Staff(CR)** **Met**

**Comment**

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

**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**

Adequate supervision observed on this date.