



**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:** 8/25/2021    **VisitType:** Monitoring Visit    **Arrival:** 9:30 AM    **Departure:** 10:30 AM

**CCLC-67**

**The Sunshine House #161**

5970 Crooked Creek Rd. Norcross, GA 30092 Gwinnett County  
 (770) 447-1964 center161@sshouse.com

**Mailing Address**

5970 Crooked Creek Rd.  
 Peachtree Corners, GA 30092

**Regional Consultant**

Leena Mitchell

Phone: (706) 433-7111

Fax: (706) 310-6944

leena.mitchell@decal.ga.gov

**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. |
|------------------------------------|------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 08/25/2021                         | Monitoring Visit | Good Standing |                                                                                                                                                                                                                                |
| 03/04/2021                         | Licensing Study  | Good Standing |                                                                                                                                                                                                                                |
| 08/27/2020                         | Monitoring Visit | Good Standing |                                                                                                                                                                                                                                |
|                                    |                  |               | <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.                                                                                                                       |
|                                    |                  |               | <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.                                                                                                                                 |
|                                    |                  |               | <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.                                                                                                                       |

**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                            | 1L        | PreK                      | 2                               | 18       | C    | 20                            | C            | NA         | NA           | Circle Time |
| Main                            | 1R        | Infants and One Year Olds | 1                               | 5        | C    | 13                            | C            | NA         | NA           | Floor Play  |
| Main                            | 2L        | PreK                      | 2                               | 17       | C    | 19                            | C            | NA         | NA           | Circle Time |
| Main                            | 2R Back   |                           | 0                               | 0        | C    | 19                            | C            | NA         | NA           | Not In Use  |
| Main                            | 2R Front  |                           | 0                               | 0        | C    | 13                            | C            | NA         | NA           | Not In Use  |
| Main                            | L1R       |                           | 0                               | 0        | C    | 25                            | C            | NA         | NA           | Not In Use  |
| Main                            | Left Back |                           | 0                               | 0        | C    | 26                            | C            | NA         | NA           | Not In Use  |
| Total Capacity @35 sq. ft.: 135 |           |                           |                                 |          |      | Total Capacity @25 sq. ft.: 0 |              |            |              |             |
| Total # Children this Date: 40  |           |                           | Total Capacity @35 sq. ft.: 135 |          |      | Total Capacity @25 sq. ft.: 0 |              |            |              |             |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
| Main     | PG- Back   | 60                   | C                     |
| Main     | PG Right   | 41                   | C                     |

**Comments**

Background checks were all reviewed on August 23, 2021. A virtual inspection was conducted on August 25, 2021 with the director. An in-person visit was not conducted due to the COVID-19 pandemic.

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/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.

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#### 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), e-mail the following information to [CCSRefutations@dec.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://dec.state.ga.us/ChildCareServices/RefutationInformation.aspx>

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.

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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 New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us)

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Pearlene Bingley, Program Official

Date

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Leena Mitchell, Consultant

Date



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### Findings Report

**Date:** 8/25/2021 **VisitType:** Monitoring Visit

**Arrival:** 9:30 AM

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#### CCLC-67

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

Met

##### Comment

A virtual walk through was conducted on this date due to the COVID-19 pandemic. Upon the virtual walk through, equipment was observed to be clean, properly secured, and safe from hazardous conditions.

#### 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

A virtual walk through was conducted on this date due to the COVID-19 pandemic. The center appeared to be clean, well maintained, and safe from hazardous condition upon virtual walk through.

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

Technical Assistance

##### Technical Assistance

591-1-1-.26 - Please ensure to monitor the playground areas for the following hazards:

- Normal wear and tear of playground equipment and toys.
- Potential entrapment hazards in the fence surrounding the playground area.
- Biting and/or stinging insects (i.e. ants, bees, etc.)
- Loose and/or weak tree branches surrounding the playground area.
- Standing water in and around playground equipment after inclement weather.
- Fluff and redistribute resilient surface as needed.

## Food Service

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

Met

#### Comment

591-1-1-.15(2) - Please ensure the new updated infant feeding form is used. Discussed revision to the written feeding plans for children under the age of one (1) years old. Age-appropriate solid foods (including cereal) shall not be given to infants or children less than one (1) of age until recommended as developmentally appropriate by the child's primary care physician and indicated in writing by the Parent(s). As soon as the feeding plan indicates that a child is ready for solid foods, the child shall be fed from individual spoons and individual containers or dishes. A child shall not be fed directly from the original baby food container if the contents are to be fed to the child at more than one (1) meal or to more than one (1) child.

**Correction Deadline: 8/25/2021**

#### Comment

591-1-1-.15(7) - Discussed new revision as of October 1, 2020, which states: 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.

**Correction Deadline: 8/25/2021**

## Health and Hygiene

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

Met

#### Comment

Staff stated proper knowledge of diapering procedures. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date.

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

Met

#### Comment

Staff stated proper knowledge of hand washing and hygiene procedures for staff and children during virtual visit.

### 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

Technical Assistance

#### Technical Assistance

Consultant discussed the following rule with the Provider on this date: 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.

**Correction Deadline: 8/30/2021**

**Technical Assistance**

Consultant discussed the following rule with the Provider on this date: 591-1-1-.27 requires each Center to post in a designated area for public viewing near the front entrance the following: the Center's current License or Permit; a copy of these rules; a copy of the current communicable disease chart; a statement allowing Parent(s) access to all child care areas upon notifying any staff member of his or her presence; names of persons responsible for the administration of the Center in the administrator's absence; the dated current week's menu for meals and snacks; emergency plans for severe weather, fire, and other emergency situations; a statement requiring visitors to check in with Staff when entering the Center; no smoking signs; and a notice provided by the Department which advises Parents of their right to review a copy of the Center's most recent licensure evaluation report upon request to the Center Director. The Center shall provide any Parent with a copy of this evaluation report upon request.

**Correction Deadline: 8/25/2021****591-1-1-.29 Required Reporting****Met****Comment**

The consultant discussed the updated required reporting requirements regarding suspected cases of child abuse (at the center and/or home) reported to the Department of Family and Children Services, communicable illness required to be reported to the Department of Public Health, and temporary closure of the center via DECAL KOALA.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director on this date.

**591-1-1-.36 Transportation(CR)****Met****Comment**

Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director.

**Comment**

The consultant observed the following vehicles to have a current vehicle inspection report on file:

- Vehicle Tag # - CFF 763 - Expires August 25, 2021.
- Vehicle Tag # - AWNU 619 - Expires February 17, 2022.

**Sleeping & Resting Equipment****591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****Comment**

Discussed SIDS and infant sleeping position. Staff stated proper safe sleep policy and procedure during virtual visit.

**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.

**Staff Records****Records Reviewed: 8****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

**Records Reviewed: 8****Records with Missing/Incomplete Components: 0**

Date of Hire: 07/27/2016

Staff # 2

Met

Date of Hire: 06/22/2021

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

Staff # 3

Met

Date of Hire: 08/20/2019

Staff # 4

Met

Date of Hire: 08/03/2021

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

Staff # 5

Met

Date of Hire: 09/23/2019

Staff # 6

Met

Date of Hire: 06/25/2013

Staff # 7

Met

Date of Hire: 04/01/2019

Staff # 8

Met

Date of Hire: 08/20/2019

**Staff Credentials Reviewed: 6****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record checks were observed to be complete.

**Comment**

The director provided two files for staff members hired since the previous visit conducted on March 4, 2021. The consultant observed two of two newly hired staff members to have evidence of a satisfactory criminal record check letter on file.

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

Evidence observed of 100% of center staff certified in First Aid and CPR.

**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.

**Comment**

Discussed combining children of mixed ages.

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Proper supervision of children, including being prompt to children's needs, was discussed with the director on this date.

**Comment**

591-1-1-.32(7) - Discussed new revision as of October 1, 2020, which states: 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.

**Correction Deadline: 8/25/2021**