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: 10/22/2025 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 6:30 PM

CCLC-18
Childcare Network #118
5531 Highway 41 North Ringgold, GA 30736 Catoosa County
(706) 847-4175

Lead Consultant
Dianne Clarke
Phone: (770) 357-4923
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Joint with: Megan OMary

Mailing Address
Same

Quality Rated:

Compliance Zone Designation		
10/22/2025	Licensing Study	Good Standing
07/28/2025	TA Follow Up	NA
06/24/2025	TA Follow Up	NA

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.

Ratios/License Capacity

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Building 1	2nd Left	Infants and One Year Olds	2	7	C	20	C	NA	NA	Nap,Story,Feeding
Building 1	Back Left		0	0	C	22	C	NA	NA	Not In Use
Building 1	Ft. Hallway Left Side	Three Year Olds and Four Year Olds and Five Year Olds	3	13	C	28	C	NA	NA	Free Play,Centers
Building 1	Ft. Left	One Year Olds and Two Year Olds	2	5	C	11	C	NA	NA	Story,Free Play
		Total Capacity @35 sq. ft.: 81			Total Capacity @25 sq. ft.: 0					
Building 2	Back Left	Two Year Olds and Three Year Olds	3	13	C	20	C	NA	NA	Floor Play,Free Play,Diapering
Building 2	Back Right	GA PreK	2	18	C	20	C	NA	NA	Outside,Transitioning,Nap
Building 2	Front Right	Two Year Olds	3	12	C	21	C	NA	NA	Free Play,Nap,Diapering
		Total Capacity @35 sq. ft.: 61			Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 68		Total Capacity @35 sq. ft.: 142			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance

Enrolled Children						
Under 1 years	**1 years**	**2 years**	**3 years**	**4 years**	**5 years (Prekonly)**	**5 years and older**
6	12	16	21	24	3	20

Comments
Reminders:

• First Aid and CPR: Effective July 1, 2025, new staff are required to obtain pediatric First Aid and pediatric CPR training within 45 days of employment. At least one person in each classroom must have current pediatric and CPR training.

• Please update the center's policies and procedures to include the programs practices regarding the expulsion and suspension of children enrolled for care within the description of behavior management and discipline actions.

• Please ensure a description of practices followed by the center on the prevention of shaking baby syndrome and abusive head trauma in children up to five years of age.
• Effective July 1, 2025, all staff are required to obtain at least two hours in evidence based, developmentally appropriate language and literacy practices at least two hours in on-going child development and health and safety related topics as part of their 10 hours of annual training.

Please be sure to utilize the indicator manual for any clarification needed on rules and regulations. The indicator manual can be found here: https://www.decal.ga.gov/documents/attachments/CCLC_IndicatorManual.pdf

Plan of Improvement: Developed This Date

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 techincal assistance is available!**

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Summary Report

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.12 Equipment & Toys(CR) **Not Met**

Finding
591-1-1-.12(1) requires each Employee and child in attendance to use all indoor and outdoor furniture, activity materials, and equipment in a safe and appropriate manner and in accordance with the manufacturer's instructions, recommendations, and intended use. All equipment and furniture shall be used only by the age-appropriate group of children. It was determined based on a review of records that the following classrooms had equipment that were not in good repair:

-Building 1 2nd Left: The brown couch on the 1-year-old side was split on the right side in the corner of the arm rest and the foam exposed.
-Building 1 Back Left: The brown couch back seat vinyl was observed to e peeling.
-Building 1 Ft. Left: The blue couch vinyl in the book center was peeling.
-Building 2 Back Right: The brown couch vinyl in the book center was cracked.
-Building 2 Front Right: The green couch towards the front of the classroom and the blue couch towards the back half of the classroom vinyl were observed to cracked.

POI (Plan of Improvement)
The Center will ensure Staff are trained in and children are taught the proper use of all furniture, materials and equipment; will implement a plan for this information to be reviewed with both groups on an ongoing basis; and for monitoring proper and age-appropriate usage. The director stated that they will order new cushions and remove if cannot be replaced by tomorrow. Will make sure that the teachers check the equipment and let them know and they will do regular checks as well.

Correction Deadline: 10/24/2025

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: 4**

Child # 1 Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

Child # 2 Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers,.08(1)-Emergency Contact information Missing

Child # 5 Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

Child # 6 Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

591-1-1-.08 Children's Records **Not Met**

Finding
591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child’s name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child’s primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, intellectual disabilities or developmental disabilities which limit the child’s participation in the program. It was determined based on a review of record that the following children were missing information on their enrollment application:
-Child #1: Missing their father's work address.
-Child #2: Missing their father's home address, and emergency contact address.
-Child #5 and #6: Missing their physician's contact information.

POI (Plan of Improvement)
Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed. Director and assistant director will check the files to ensure all information is included and if not, will follow up with parents to get accurate information. Director will ensure they check the enrollment application before admission.
Dire

Correction Deadline: 10/23/2025

Facility

591-1-1-.06 Bathrooms **Met**

Correction Deadline: 12/10/2024

Corrected on 10/22/2025
.06(7) - The previous citation was observed to be corrected in that there were no rings in the toilet bowl and no standing urine present.

591-1-1-.19 License Capacity(CR) **Met**

Comment
Licensed capacity observed to be routinely met by center on this date.

591-1-1-.25 Physical Plant - Safe Environment(CR) **Not Met**

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 that the following hazards were observed:
-Building 1 Ft. Hallway Left Side: Plastic bags were observed to be accessible in classroom. In the hallway outside of the classroom, deodorant was observed in a child's bag.
-In the hallway of Building 2 Back Left: Dreft, Wipes packaging, Sunscreen, plastic grocery bags, bug spray and empty zip lock bags were accessible.
-Building 2 Back Right: Plastic bags were observed in children's cubby. Hemp's Candy apple lotion was observed to the far right on the teacher's desk and read "keep out of reach of children." In the bathroom, a toilet brush was observed on the left side of the toilet and a box full of empty zip lock bags.
-In the hallway of Building 2 Front Right: Aquaphor, wipes packages, diaper cream, healing ointment and grocery bags 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. Director is implementing a no bag policy by the end of current week. If a bag is brought in, the teachers will check upon arrival.

Correction Deadline: 10/24/2025

Correction Deadline: 12/10/2024

Corrected on 10/22/2025
.25(3) - The previous citation was observed to be corrected in that the repairs were made and the listed citations were not observed.

Finding
591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that the gutters under the shaded area on the Back Left playground was observed to be detached and in need of repair.

POI (Plan of Improvement)
The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring. Director will submit an urgent work ticket to maintenance staff. Director and Assistant Director will do regular playground check using daily checklist.

Correction Deadline: 11/7/2025

591-1-1-.26 Playgrounds(CR) — **Not Met**

Finding
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. It was determined based on observation that the following hazards were observed on the playground:
-Back Left: White PVC pipe was observed to be cracked and sharp. The siding near the gate which enters the Front left playground was observed to be cracked and accessible to the children.
-Front Left playground: The siding was cracked along the bottom and was accessible.

POI (Plan of Improvement)
The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards. Director will submit an urgent work ticket to maintenance staff. Director and Assistant Director will do regular playground check using daily checklist.

Correction Deadline: 10/31/2025

Food Service

591-1-1-.15 Food Service & Nutrition — **Technical Assistance**

Comment
Center menu meets USDA guidelines.

Technical Assistance
591-1-1-.15(2) - Please ensure that feeding plans are completed for children every three to four months.

Correction Deadline: 10/22/2025

Health and Hygiene

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

Comment
Proper diapering procedures observed.

591-1-1-.17 Hygiene(CR) **Not Met**

Finding
591-1-1-.17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined based on observation that one staff member in the Building 2 Front Right classroom wiped a child's nose and did not wash their hands immediately afterwards. Also, there was no warm water in Building 1 2nd Left classroom on the 1-year-old side. No water came out of the hot water faucet, only the cold water was functioning.

POI (Plan of Improvement)
The Center will ensure liquid soap and warm running water are available for handwashing, train Staff on the handwashing requirements, review the requirements with Staff periodically, and monitor handwashing. Director will ensure staff communicates when repairs are needed. Director and Assistant director will do regular checks of the classrooms.

Correction Deadline: 10/23/2025

Recited on 10/22/2025

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
591-1-1-.21(2)(r) - New - Discussed updating the Center's policies and procedures to include the program’s practices regarding the expulsion and suspension of children enrolled for care within the description of behavior management and discipline actions used by the Center.
Also discussed to ensure a description of the practices followed by the Center to prevent shaken baby syndrome and abusive head trauma in children up to five years of age that includes the following information: how to recognize, respond to, and report the signs and symptoms of shaken baby syndrome and abusive head trauma; strategies to assist staff members in understanding how to care for infants and how to cope with a crying, fussing, or distraught child; strategies to ensure staff members understand the brain development of children up to five years of age; and a list of prohibited behaviors when dealing with children.
Additional information can be found in the CCLC Indicator Manual found on DECAL’s website at: https://www.decal.ga.gov/CCS/RulesAndRegulations.aspx or through the Center on Shaken Baby Syndrome found at: https://dontshake.org/.

Correction Deadline: 10/27/2025

Safety

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

Comment
Age-appropriate discussion and/or redirection observed.

591-1-1-.36 Transportation(CR) **Not Met**

Finding
591-1-1-.36(4)(b) requires that the interior of a transportation vehicle be clean, in safe repair and free of hazardous items, objects and/or other non-essential items which could cause injury. It was determined based on observation that there was a hole in the back of the first left seat and the third left seat for the vehicle DQM 452. Further, vehicle tag number DQM 452, the coating was missing from the corner of the first right, second left and third left seats. Vehicle tag number RPC 1302, the first right and second left seat were torn and the foam was exposed. The fourth right seat was observed to be detached from base.

POI (Plan of Improvement)
The center will maintain that all transportation vehicles are clean, in safe repair, and free from hazards. Drivers will do daily check of the vehicles and Assistant Director will do weekly checks of the vehicles.

Correction Deadline: 10/31/2025

Recited on 10/22/2025

Finding
591-1-1-.36(4)(c) requires that each vehicle be equipped with a fire extinguisher maintained in working order and kept inaccessible to children. It was determined based on observation that the fire extinguisher was observed to not have been maintained. The tag was dated June 2024.

POI (Plan of Improvement)
The center will ensure that each vehicle has a working fire extinguisher and that the fire extinguisher is kept out of reach of children. Director will get an appointment with Chattanooga Fire to inspect fire extinguishers in vehicles. Driver will inspect the extinguisher monthly.

Correction Deadline: 10/22/2025

Finding
591-1-1-.36(4)(f)1. requires that all transported children be secured in a child passenger restraining system or seat safety belt in accordance with current state and federal laws and regulations and according to manufacturer's directions. It was determined base on observation that two of the seat belts in the first right, one in the first and second left, and two in the fourth right was observed to be twisted.

POI (Plan of Improvement)
The Center will ensure that manufacturer directions and state and federal laws are met when using child passenger restraining systems and seat safety belts. Director will ensure driver is checking the vehicle before and after transporting.

Correction Deadline: 10/23/2025

Finding
591-1-1-.36(7)(c)3. requires that the driver or other designated person document in writing the date and time of arrival and departure each time the vehicle departs from the Center, is loaded or unloaded at each school and when the vehicle returns to the Center; each time the vehicle departs from the Center, arrives at the location where any child is picked up or dropped off and when the vehicle returns to the Center; each time the vehicle leaves the Center, arrives at a field trip destination, leaves a field trip destination, and returns to the Center. It was determined based on review of records that the load and unload and return times from Boynton Elementary School were not completed on Thursday during the week of October 13, 2025.

POI (Plan of Improvement)
The Center will ensure that each date and time of arrival and departure is documented by the driver or designated person with training, review and monitoring. Director will ensure assistant director is checking the transportation checklist daily. The director will check the transportation checklist weekly.

Correction Deadline: 10/23/2025

Sleeping & Resting Equipment

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

Finding
591-1-1-.30(1)(a) requires a crib that is safety approved in compliance with Consumer Product Safety Commission (CPSC) and American Society of Testing and Materials International (ASTM) safety standards be provided for each infant. It was determined based on observation that a crib with the manufacturer's date of January 2011 was observed to be present in Building 1 2nd Left classroom.

POI (Plan of Improvement)
The Center will provide a crib that is safety approved in compliance with CPSC and ASTM safety standards for each infant. Director will remove expired crib and have it destoryed.

Correction Deadline: 10/23/2025

Finding
591-1-1-.30(1)(a)2 requires that a crib mattress is firm, tight-fitting without gaps, at least 2 inches thick and covered with a waterproof, washable material. Before a change of occupant, each mattress shall be cleaned with a disinfectant. It was determined that the crib mattress on the emergency evacuation crib was observed to be torn. Also, a mattress in Building 1 2nd Left classroom on the infant side was observed to be torn and in use.

POI (Plan of Improvement)
The center will ensure that a crib mattress is firm, tight-fitting without gaps. Director will communicate with district manager about ordering new crib mattresses. Teachers will do daily checks on the mattresses, director will do nightly checks on each mattress.

Correction Deadline: 10/31/2025

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 observation that the sheet in one crib in the Building 1 2nd Left classroom was observed to not be tight fitting.

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. Director will remove the sheet and replace with tight fitting sheet.

Correction Deadline: 10/22/2025

Staff Records

Records Reviewed: 31 **Records with Missing/Incomplete Components: 14**

Staff # 2 Not Met

Date of Hire: 07/01/2025

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate

Staff # 3 Not Met

Date of Hire: 01/30/2015

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.36(3)(a-b)-2 hrs. Transportation Training missing,.33(4)-Food Prep Training Missing 4 hrs.

Staff # 6 Not Met

Date of Hire: 05/20/2025

"Missing/Incomplete Components"

.36(3)(a-b)-2 hrs. Transportation Training missing

Staff # 7 Not Met

Date of Hire: 08/19/2025

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

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 8 Not Met

"Missing/Incomplete Components"

.24(1)-No Record

Staff # 10 Not Met

Date of Hire: 10/14/2022

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 14 Not Met

Date of Hire: 12/03/2024

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 16 Not Met

Date of Hire: 06/13/2024

"Missing/Incomplete Components"

.36(3)(a-b)-2 hrs. Transportation Training missing,.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 17 Not Met

Date of Hire: 05/22/2024

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 19 Not Met

Date of Hire: 09/18/2018

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 24 Not Met

Date of Hire: 06/17/2025

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 28 Not Met

Date of Hire: 03/26/2024

"Missing/Incomplete Components"

.33(4)-Food Prep Training Missing 4 hrs.

Staff # 29 Not Met

Date of Hire: 08/08/2024

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 31 Not Met

Date of Hire: 01/31/2024

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

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

Comment
Criminal record checks were observed to be complete.
-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, therapists, 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 or ensure that the individual is supervised at all times by a staff member who has a comprehensive records check if they do not have a records check on file.
-Please ensure that staff with a national background check is always present with a staff member who has a comprehensive background check. Staff should never be by themselves.

591-1-1-.14 First Aid & CPR(CR) **Not Met**

Finding
591-1-1-.14(1)(a) requires all Staff who provide direct care to children must obtain certification in a biennial training program in pediatric cardiopulmonary resuscitation (CPR) and a triennial training program in pediatric first aid within the first 45 days of employment. Current and valid evidence of the successful completion of such training shall be maintained on the Center's premises. The hours obtained completing this certification will not count towards the required annual training hours. It was determined based on a review of records that the following staff did not have evidence of CPR and First Aid within the required 45 days of employment:
-Staff #2, hired on July 1, 2025.
-Staff #3, hired on January 30, 2015.
-Staff #7, hired on August 19, 2025.
-Staff #8, hired on June 17, 2025.
-Staff 18, hired on September 17, 2018.
-Staff #29, hired on August 8, 2024.
-Staff #31, hired on January 31, 2024.

POI (Plan of Improvement)
All caregiver Staff will complete the required training. The Director will send copies via email verification of completed CPR/First Aid certification to the Consultant upon completion and will develop a plan to ensure all caregiver Staff have completed this training within the first 45 days of employment and that evidence of successful completion of the training is on file available for inspection. Director is scheduling a CPR and First Aid class in November.

Correction Deadline: 11/21/2025

Finding
591-1-1-.14(2)(b) requires that there must always be one staff person present in each classroom where children are present that has current and valid pediatric cardiopulmonary resuscitation (CPR) and pediatric first aid training. It was determined based on observation that staff #10, hired on October 19, 2022 did not have evidence of CPR and First Aid and was present in Building 1 2nd Left classroom.

POI (Plan of Improvement)
The Director will schedule and/or position caregiver Staff throughout the Center to ensure at least one currently pediatric CPR and First Aid trained Staff person is present in each classroom where children are present. Director is scheduling a CPR and First Aid class in November.

Correction Deadline: 11/22/2025

Finding
591-1-1-.14(2)(c) requires that during any field trip or transportation of children, there must always be a staff member present who has current evidence of the successful completion of pediatric cardiopulmonary resuscitation (CPR) and pediatric first aid. It was determined based on a review of records that the director and one driver did not have evidence of CPR and First Aid.

POI (Plan of Improvement)
The Director will schedule and/or position caregiver Staff throughout the Center to ensure at least one currently pediatric CPR and First Aid trained Staff person is present in each classroom where children are present. Director is scheduling a CPR and First Aid class in November.

Correction Deadline: 10/22/2025

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 staff #8, hired on June 17, 2025 did not have evidence of a personnel file.

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: 10/27/2025

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

Technical Assistance
591-1-1-.33(1) - Discussed that all Employees, including volunteers, independent contractors, students-in-training, etc. should have a completed initial program orientation form on file.

Correction Deadline: 10/22/2025

Finding
591-1-1-.33(3)(a)-(k) 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: a)prevention and control of infectious diseases (including immunizations); b) prevention of sudden infant death syndrome and use of safe sleeping practices; c) administration of medication, consistent with standards for parental consent; d) prevention of and response to emergencies due to food and allergic reactions; e) 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; f) prevention of shaken baby syndrome, abusive head trauma and child maltreatment; g) 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); h) handling and storage of hazardous materials and the appropriate disposal of bio contaminants; i) precautions in transporting children; j) recognition and reporting of child abuse and neglect; and k) child development to include all major domains:cognitive; social and emotional; physical development and motor skills; communication, language, and literacy; and approaches to play and learning. It was determined based on a review of records that the following staff did not have evidence of Health and Safety Orientation Training on file:
-Staff #1, hired on June 10, 2025
-Staff #2, hired on July 1, 2025.
-Staff #8 and #24, hired on June 17, 2025.

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: 11/21/2025

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 staff #3, hired on January 30, 2025 and staff # 28, hired on March 26, 2024, did not have evidence of food preparation training on file.

POI (Plan of Improvement)
The Center will schedule food preparation training, as required, and follow up to ensure the training is completed.

Correction Deadline: 11/21/2025

Technical Assistance
591-1-1-.33(5)(b)1. - New - Discussed that effective July 1, 2025, all staff are required to obtain at least two hours in evidence based, developmentally appropriate language and literacy practices and at least two hours in on-going child development and health and safety related topics as part of their 10 hours of annual training.

Correction Deadline: 11/21/2025

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

Finding
591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on a review of records that the following assigned lead teachers did not have evidence of education credential:
-Staff #14, hired on December 3, 2024.
-Staff #15, hired on June 25, 2024.
-Staff #17, hired on May 22, 2024.
-Staff #29, hired on August 8, 2024.

POI (Plan of Improvement)
A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience.

Correction Deadline: 1/31/2026

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) **Not Met**

Finding
591-1-1-.32(7) requires that children be supervised at all times appropriate to the individual age, needs and capabilities of each child. Such supervision must include, but not be limited to, indoor and outdoor activities, mealtimes, naptime, transportation, field trips, and transitions between activities. "Supervision" means that the appropriate number of Staff members are physically present in the area where children are being cared for and are providing watchful oversight to the children, volunteers and Students-in-Training. The persons supervising in the child care area must be alert, positioned to maximize their ability to hear and see the children at all times, and able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the volunteers and Students-in-Training, and provide timely attention to the children's actions and needs. 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. It was determined based on observation that several children were observed to be climbing the pretend play kitchen equipment and there were three staff present in the Building 1 Ft. Hallway Left Side classroom. Also, staff was observed to not be seated during mealtime in the Building 1 2nd Left classroom on the 1-year-old side.

POI (Plan of Improvement)
The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times. Director is scheduling a staff meeting to ensure everyone is trained on feeding supervision under 36 months. Director will have staff resign supervision policy and will retrain them.

Correction Deadline: 10/22/2025