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: 12/10/2024 **VisitType:** Licensing Study **Arrival:** 9:10 AM **Departure:** 11:35 AM

CCLC-31727
Kinder Kollege Christian School
2725 Charlestown Dr. College Park, GA 30337 Fulton County
(404) 768-5037 cdsaffordkkcs@yahoo.net

Regional Consultant
Sharnette Glenn
Phone: (404) 651-8365
Fax: (404) 334-4612
sharnette.glenn@decal.ga.gov

Mailing Address
Same

Quality Rated: ★ ★

Compliance Zone Designation		
12/10/2024	Licensing Study	Good Standing
10/26/2023	Licensing Study	Good Standing
06/29/2022	Monitoring Visit	Good Standing

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
Main	A (Front/School Age)		0	0	C	14	C	20	C	Not In Use
Main	B (MIddle/Infants)	One Year Olds	2	3	C	18	C	NA	NA	Floor Play
Main	C (Front Right)		0	0	C	13	C	18	C	Not In Use
Main	D (Back Right)	Four Year Olds and Five Year Olds	1	5	C	17	C	NA	NA	Art
Main	E (Front Left)	Two Year Olds	1	7	C	16	C	NA	NA	Free Play
Main	F (Back Left)		0	0	C	10	C	NA	NA	Not In Use
		Total Capacity @35 sq. ft.: 88			Total Capacity @25 sq. ft.: 99					
Total # Children this Date: 15		Total Capacity @35 sq. ft.: 88			Total Capacity @25 sq. ft.: 99					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infants	15	C
Main	Middle	21	C
Main	School Age	22	C

Enrolled Children

Under 1 years	1 years	2 years	3 years	4 years	5 years (Prekonly)	5 years and older
5	3	11	6	6	0	35

Comments

The purpose of this visit is to conduct a licensing study.

Plan of Improvement: Developed This Date 12/10/2024

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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(Findings Report)

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Mailing Address
Same

The following information is associated with a LS:

Activities and Equipment

Records Reviewed: 6 **Records with Missing/Incomplete Components: 4**

Staff # 3 Not Met
Date of Hire: 09/01/2002

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 4 Not Met
Date of Hire: 09/16/2009

"Missing/Incomplete Components"

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

Staff # 5 Not Met
Date of Hire: 09/16/2009

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 6 Not Met
Date of Hire: 03/14/2011

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

591-1-1-.03 Activities **Met**

Correction Deadline: 10/26/2023 **Prior Visits: 10/26/2023**

Corrected on 12/10/2024
.03(2) - The previous citation was corrected. The consultant observed lesson plan for the week of December 9-13, 2024.

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

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

Finding
591-1-1-.12(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. It was determined, based on observation, that in classroom F, towards the back wall, there was a black shelf that was not secured to the wall and potentially posed a tipping hazard due to books, notebooks, and dramatic play toys being stacked on it.

POI (Plan of Improvement)
The Center will ensure that the identified equipment or furniture and any other such existing or future items are secured adequately and will have a system for checking these for stability.

Correction Deadline: 12/13/2024

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

Comment
Center does not provide swimming activities.

Children's Records

Records Reviewed: 6 **Records with Missing/Incomplete Components: 4**

Staff # 3 Not Met

Date of Hire: 09/01/2002

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 4 Not Met

Date of Hire: 09/16/2009

"Missing/Incomplete Components"

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

Staff # 5 Not Met

Date of Hire: 09/16/2009

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 6 Not Met

Date of Hire: 03/14/2011

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

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591-1-1-.08 Children's Records **Met**

Comment
Parent agreements observed obtained/completed.

Comment
Parent authorizations obtained/completed.

Comment
Records were observed to be complete and well organized.

Facility

Records Reviewed: 6 **Records with Missing/Incomplete Components: 4**

Staff # 3 Not Met

Date of Hire: 09/01/2002

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 4 Not Met

Date of Hire: 09/16/2009

"Missing/Incomplete Components"

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

Staff # 5 Not Met

Date of Hire: 09/16/2009

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 6 Not Met

Date of Hire: 03/14/2011

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

591-1-1-.06 Bathrooms **Not Met**

Finding

591-1-1-.06(4) requires a Center first licensed after March 1, 1991, and Centers that remodel or add to existing plumbing facilities, to have the bathroom area fully enclosed and ventilated to the outside of the building with either an open screened window or functioning exhaust fan and duct system and requires Centers without fully enclosed bathrooms to ensure there is adequate ventilation to control odors and adequate sanitation measures to prevent the spread of contagious diseases. It was determined based on observation that the left bathroom in Classroom D did not have a working exhaust fan or window with a screen, on this date.

POI (Plan of Improvement)

The Center will fully enclose and ventilate bathroom areas, as required, and will provide adequate ventilation and sanitation in bathrooms that are not fully enclosed.

Correction Deadline: 1/3/2025 **Prior Visits: 10/26/2023**

Recited on 12/10/2024

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**

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 hazards were accessible to children on this date. In Classroom A, children had access to an unlocked closet with an electrical panel. Classroom D had a mop, mop bucket, and broom accessible to the children. It was further observed in classroom E there were lysol wipes and two 50oz light moisturizing antibacterial liquid hand soaps accessible to the children. Additionally, Classroom F had open garden soil on a black shelf on the back wall, a broom, a mop, and a staff purse sitting on a blue chair accessible to the children.

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: 12/13/2024 **Prior Visits: 06/29/2022**

Recited on 12/10/2024

Correction Deadline: 10/26/2023 **Prior Visits: 06/29/2022**

Corrected on 12/10/2024
.25(3) - The previous citation was corrected. The consultant did not observe any missing tiles in the restroom or missing seats. The consultant observed all toilets working on this day.

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

Finding
591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on observation that the fence for the left-side playground was not the required four feet; on this date, the fence was measured at three feet and three inches.

POI (Plan of Improvement)
The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

Correction Deadline: 12/20/2024 **Prior Visits: 06/29/2022**

Recited on 12/10/2024

Finding
591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation that the left side playground had six broken bicycles with sharp plastic edges.

POI (Plan of Improvement)
The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

Correction Deadline: 12/20/2024

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 a piece of metal, and a broken wooden enclosure with a pool with standing water on top. Additionally, the left playground had a plastic bin filled with standing water, a broom, a large pile of debris that consisted of loose boards, a blue plastic piece of broken equipment was observed in a wired fenced area accessible to children on the playground. Additionally, on the middle playground, on the wooden table, was a bottle of cutter backwoods insect repellent spray on the table.

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.

Correction Deadline: 12/20/2024 **Prior Visits: 10/26/2023**

Recited on 12/10/2024

Food Service

Records Reviewed: 6 **Records with Missing/Incomplete Components: 4**

Staff # 3 Not Met

Date of Hire: 09/01/2002

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 4 Not Met

Date of Hire: 09/16/2009

"Missing/Incomplete Components"

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

Staff # 5 Not Met

Date of Hire: 09/16/2009

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 6 Not Met

Date of Hire: 03/14/2011

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

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

Comment
Center menu meets USDA guidelines.

Comment
Please ensure that bottles are covered and fully labeled with child's full name.

591-1-1-.18 Kitchen Operations **Met**

Comment
Discussed proper steps for dishwashing.

Comment
Kitchen appears clean and well organized.

Health and Hygiene

Records Reviewed: 6 **Records with Missing/Incomplete Components: 4**

Staff # 3 Not Met

Date of Hire: 09/01/2002

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 4 Not Met

Date of Hire: 09/16/2009

"Missing/Incomplete Components"

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

Staff # 5 Not Met

Date of Hire: 09/16/2009

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 6 Not Met

Date of Hire: 03/14/2011

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

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

Comment
Staff state proper knowledge of diapering procedures.

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

Comment
Staff were observed to remind children to wash hands.

591-1-1-.20 Medications(CR) **N/A**

Comment
The Provider currently does not dispense/administer medication.

Organization

Records Reviewed: 6 **Records with Missing/Incomplete Components: 4**

Staff # 3 Not Met

Date of Hire: 09/01/2002

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 4 Not Met

Date of Hire: 09/16/2009

"Missing/Incomplete Components"

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

Staff # 5 Not Met

Date of Hire: 09/16/2009

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 6 Not Met

Date of Hire: 03/14/2011

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

591-1-1-.16 Governing Body & License **Not Met**

Finding
591-1-1-.16(f) requires the Center to submit an application for an amended License at least 30 days prior to a change if there is a change in the name of the program or Center, changes in the ages of the children to be served, an increase in the regular hours of operation such that the Center would be providing evening or night-time care in addition to day-time care, changes in the services provided, or additions to or changes in the use of the building by the licensed Center. If an emergency situation arises which makes it impossible to give thirty (30) days' notice, the management of the Center shall notify the Department by telephone and shall submit an application for an amended License as soon as management becomes aware of the change that will be necessitated by the emergency situation. In no case, however, shall a new owner operate the Center without first securing a new License or Permit from the Department. It was determined based on observation that the center altered the layout of the facility by removing the required four-foot barrier separating the front two classrooms and combining them. Additionally the center was licensed with three separate playgrounds. The consultant observed no barriers or dividers indicated which playgrounds belong to which age group, on this date.

POI (Plan of Improvement)
An application for amendment and all necessary documentation will be submitted.

Correction Deadline: 1/3/2025 **Prior Visits: 06/29/2022**

Recited on 12/10/2024

Records Reviewed: 6 **Records with Missing/Incomplete Components: 4**

Staff # 3 Not Met

Date of Hire: 09/01/2002

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 4 Not Met

Date of Hire: 09/16/2009

"Missing/Incomplete Components"

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

Staff # 5 Not Met

Date of Hire: 09/16/2009

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 6 Not Met

Date of Hire: 03/14/2011

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

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

Finding
591-1-1-.21(1)(p) requires the Center to have a written plan for handling emergencies, including but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the Center; to have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations. The plan must apply to all children in care and include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions and shall include assurance that no Center Personnel will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals. It was determined based on a review of records that the Center did not have a written plan for handling emergencies, on this date.

POI (Plan of Improvement)
The Center will write or revise an emergency plan that includes all of the required items.

Correction Deadline: 12/13/2024 **Prior Visits: 10/26/2023**

Recited on 12/10/2024

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 fire drills 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 records that the center did not have any evidence of having conducted monthly fire and tornado and other emergency situation drills on this date.

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: 12/13/2024 **Prior Visits: 10/26/2023**

Recited on 12/10/2024

Safety

Staff # 3 Not Met

Date of Hire: 09/01/2002

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 4 Not Met

Date of Hire: 09/16/2009

"Missing/Incomplete Components"

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

Staff # 5 Not Met

Date of Hire: 09/16/2009

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 6 Not Met

Date of Hire: 03/14/2011

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

591-1-1-.05 Animals **N/A**

Comment
Center does not keep animals on premises.

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

Comment
Age-appropriate discussion and/or redirection observed.

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

591-1-1-.13 Field Trips(CR) **N/A**

Comment
Center does not participate in field trips at this time.

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

Finding
591-1-1-.36(1)(a) requires that transportation rules apply to all transportation provided by the licensee or on behalf of the licensee, regardless of whether the person is employed by the licensee or if a fee is charged or not. It was determined based on a review of records that the center was not in compliance with transportation rules, on this date.

POI (Plan of Improvement)
The center will apply these rules to all transportation provided by or on behalf of the licensee/center.

Correction Deadline: 12/10/2024 **Prior Visits: 10/26/2023**

Recited on 12/10/2024

Finding
591-1-1-.36(4)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, taillights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Center or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined based on observation that the center had no evidence of having completed the required annual safety check of the vehicle, on this date.

POI (Plan of Improvement)
The Center will obtain the annual vehicle inspection.

Correction Deadline: 12/10/2024 **Prior Visits: 10/26/2023**

Recited on 12/10/2024

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 the seats on the center bus were ripped, with exposed foam, on this date. Additionally, in the back of the bus, a pile of trash bags, boxes with papers, and booster seats cluttered the bus floor, posing a hazard on this date.

POI (Plan of Improvement)
The center will maintain that all transportation vehicles are clean, in safe repair, and free from hazards.

Correction Deadline: 12/10/2024 **Prior Visits: 10/26/2023**

Recited on 12/10/2024

Finding
591-1-1-.36(6) requires written Parental authorization for routine transportation provided by or on behalf of the Center. Written authorization must include the routine pick-up location, routine pick-up time, routine delivery location, routine delivery times and the name of any person authorized to receive the child. It was determined based on observation that the center did not have the required written Parental authorization for routine transportation provided by or on behalf of the Center, on this date.

POI (Plan of Improvement)
The Center will obtain the required written parental authorization.

Correction Deadline: 12/10/2024 **Prior Visits: 10/26/2023**

Recited on 12/10/2024

Finding
591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on review of the Center’s transportation binder, an emergency medical information record was not available or maintained in the vehicle for each child being transported.

POI (Plan of Improvement)
The Center will obtain a complete emergency medical information record for each child that is transported and maintain a copy on the vehicle.

Correction Deadline: 12/10/2024 **Prior Visits: 10/26/2023**

Recited on 12/10/2024

Finding
591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on observation that on this date there was no check of the vehicle at the center's first drop off destination of unloading the children at the center. There was no paper work to document transportation information.

POI (Plan of Improvement)
The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

Correction Deadline: 12/10/2024 **Prior Visits: 10/26/2023**

Recited on 12/10/2024

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 observation that the driver or other designated person did not document in writing the date and time of arrival and departure each time the vehicle departs from the Center, on this date.

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.

Correction Deadline: 12/10/2024 **Prior Visits: 10/26/2023**

Recited on 12/10/2024

Finding
591-1-1-.36(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Center, and the last stop during transportation to home or school. The responsible person on the vehicle shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle’s interior; sign the passenger transportation checklist (s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was determined based on observation that on this date there was no first check being conducted at the center. There was no paper work to document transportation information.

POI (Plan of Improvement)
The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

Correction Deadline: 12/10/2024 **Prior Visits: 10/26/2023**

Recited on 12/10/2024

Finding
591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on observation that the second designated Staff person did not conduct a check of the vehicle immediately upon the completion of the first check of the vehicle, on this date.

POI (Plan of Improvement)
The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

Correction Deadline: 12/10/2024 **Prior Visits: 10/26/2023**

Recited on 12/10/2024

Sleeping & Resting Equipment

Records Reviewed: 6 **Records with Missing/Incomplete Components: 4**

Staff # 3 Not Met
Date of Hire: 09/01/2002

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 4 Not Met
Date of Hire: 09/16/2009

"Missing/Incomplete Components"

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

Records Reviewed: 6 **Records with Missing/Incomplete Components: 4**

Staff # 5 Not Met

Date of Hire: 09/16/2009

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 6 Not Met

Date of Hire: 03/14/2011

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

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

Comment
Discussed SIDS and infant sleeping position.

Staff Records

Records Reviewed: 6 **Records with Missing/Incomplete Components: 4**

Staff # 3 Not Met

Date of Hire: 09/01/2002

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 4 Not Met

Date of Hire: 09/16/2009

"Missing/Incomplete Components"

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

Staff # 5 Not Met

Date of Hire: 09/16/2009

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 6 Not Met

Date of Hire: 03/14/2011

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

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

Comment
Criminal record checks were observed to be complete.

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

Finding
591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined, based on a review of staff files, staff members #3, #4, #5, and #6 did not have evidence of their CPR certificates. In total, four out of six staff members did not have evidence of their CPR certificates.

POI (Plan of Improvement)
The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

Correction Deadline: 1/9/2025

Correction Deadline: 11/5/2023 **Prior Visits: 10/26/2023**

Corrected on 12/10/2024
.14(3) - The previous citation was corrected. The consultant observed the center and vehicle first aid kits.

591-1-1-.24 Personnel Records **Met**

Correction Deadline: 11/2/2023 **Prior Visits: 02/14/2022**

Corrected on 12/10/2024
.24(1) - The previous citation was corrected. The consultant reviewed staff documentation of the orientation form.

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

Correction Deadline: 11/2/2023 **Prior Visits: 02/14/2022**

Corrected on 12/10/2024
.33(3) - The previous citation was corrected. The consultant reviewed the staff members Health and Safety Orientation Training.

Comment
Discussed: Health and Safety Training is required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

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 a review of records, that staff numbers #3,#5, and #6 did not have evidence of the required ten clock hours of training for the year 2023.

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: 12/31/2024

Recited on 12/10/2024

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.

Comment
Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

Records Reviewed: 6 **Records with Missing/Incomplete Components: 4**

Staff # 3 Not Met

Date of Hire: 09/01/2002

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 4 Not Met

Date of Hire: 09/16/2009

"Missing/Incomplete Components"

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

Staff # 5 Not Met

Date of Hire: 09/16/2009

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 6 Not Met

Date of Hire: 03/14/2011

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

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
Center observed to maintain appropriate staff:child ratios.