



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: 4/14/2025 **VisitType:** Licensing Study

Arrival: 9:05 AM **Departure:** 1:40 PM

CCLC-47665

TOTally Kids Childcare

2428 Wheelless Road Augusta, GA 30906 Richmond County
(706) 798-5202 tanksley.cynthia@yahoo.com

Process & QI Unit Consultant

Melyn Smith

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melyn.smith@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

Compliance Zone Designation			Compliance Zone Designation - A summary measure of a program's 12 month monitoring history, as it pertains to child care health and safety rules. The three compliance zones are good standing, support, and deficient. Good Standing - Program is demonstrating an acceptable level of performance in meeting the rules. Support - Program performance is demonstrating a need for improvement in meeting rules. Deficient - Program is not demonstrating an acceptable level of performance in meeting the rules.
04/14/2025	Licensing Study	Good Standing	
09/19/2024	Complaint Closure	Good Standing	
09/11/2024	Complaint Investigation & Monitoring Visit	Good Standing	

Ratios/License Capacity

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Building 1	Front - Room A - Toddler 2	Two Year Olds and Three Year Olds	1	11	C	14	C	NA	NA	Centers,TV
Building 1	Rear - Room B - Infant - Toddler 1	One Year Olds	1	2	C	8	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 22			Total Capacity @25 sq. ft.: 0							
Building 2	Room C - Preschool 3 - 4		0	0	C	22	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 22			Total Capacity @25 sq. ft.: 0							
Building 3	Room D - School Age	Three Year Olds and Five Year Olds	1	7	C	19	C	NA	NA	Centers,TV
Total Capacity @35 sq. ft.: 19			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 20			Total Capacity @35 sq. ft.: 63			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Building 1	Infant - Toddler	52	C
Building 2	Preschool - School-Age	34	C
Building 3	Playground 3 - SA	20	C

Enrolled Children						
Under 1 years	1 years	2 years	3 years	4 years	5 years (Prekonly)	5 years and older
3	9	4	6	7	14	36

Comments

The Consultant discussed the upcoming rule changes effective July 1, 2025, with the Director on this date. A one-day Criminal Background Check letter was issued on this date. The Consultant also left the Affidavit Verifying Completion of Background Check Videos which was to be completed and returned to the Consultant by the owner by April 22, 2025.

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.decgal.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:

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 CAPS/ QR Provisional Status, allowing for scholarships while working toward an initial star rating. Provisional Status eligibility will be determined at the time of CAPS enrollment as part of the CAPS application process.

Contact the Quality Rated help desk at 855-800-7747 or qualityrated@dec.al.ga.gov for more information. Free technical assistance is available!



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(Findings Report)

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The following information is associated with a Licensing Study:

Activities and Equipment

Records Reviewed: 9

Records with Missing/Incomplete Components: 3

Staff # 1

Not Met

Date of Hire: 07/14/2017

"Missing/Incomplete Components"

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

Staff # 2

Not Met

Date of Hire: 08/05/2022

"Missing/Incomplete Components"

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

Staff # 8

Not Met

Date of Hire: 12/10/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.31(2)(b)2.-Staff Qualifications-Education Missing

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

Technical Assistance

Comment

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

Technical Assistance

591-1-1-.12(3) - The Consultant discussed with the Director to ensure chairs were not stacked accessible to children when children were awake, as chairs were observed stacked in Building 1 Front - Room A - Toddler 2 on this date.

Correction Deadline: 4/14/2025

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

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 9**Records with Missing/Incomplete Components: 3**

Staff # 1 Not Met

Date of Hire: 07/14/2017

"Missing/Incomplete Components"

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

Staff # 2 Not Met

Date of Hire: 08/05/2022

"Missing/Incomplete Components"

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

Staff # 8 Not Met

Date of Hire: 12/10/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.31(2)(b)2.-Staff Qualifications-Education Missing

Records Reviewed: 5**Records with Missing/Incomplete Components: 1**

Child # 2 Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Address Missing,.08(1)(a)-Work Number Missing

591-1-1-.08 Children's Records**Technical Assistance****Comment**

Records were observed to be well organized.

Technical Assistance

591-1-1-.08(1) - The Consultant discussed with the Director to ensure children's files contained all required information, as one of five children's files reviewed was lacking the address and phone number for the parent's employer on this date.

Correction Deadline: 4/14/2025**Facility****Records Reviewed: 9****Records with Missing/Incomplete Components: 3**

Staff # 1 Not Met

Date of Hire: 07/14/2017

"Missing/Incomplete Components"

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

Staff # 2 Not Met

Date of Hire: 08/05/2022

"Missing/Incomplete Components"

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

Staff # 8 Not Met

Date of Hire: 12/10/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.31(2)(b)2.-Staff Qualifications-Education Missing

591-1-1-.06 Bathrooms**Technical Assistance****Technical Assistance**

591-1-1-.06(4) - The Consultant discussed with the Director to please ensure the exhaust/ventilation fans were free of dust.

Correction Deadline: 5/14/2025

591-1-1-.19 License Capacity(CR)**Not Met****Finding**

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on observation that upon Consultant's arrival 20 children were observed present in Building 1 Front - Room A - Toddler 2 which was licensed for 14 children.

POI (Plan of Improvement)

The Center will limit the number of children in this space to the licensed capacity.

Correction Deadline: 4/14/2025

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 potential hazards were observed accessible to children on this date:

- Building 1 Front - Room A - Toddler 2: A staff purse was observed accessible to children on a child's shelf near the door. A stapler was observed accessible to children on the low table beside the door next to the sign-in and out sheets.
- Building 2 Room C - Preschool 3-4: The toilet bolts securing the toilets to the floor extended more than two threads and were not covered in the bathrooms on this date.
- Building 3 Room D - School Age: An O'Cedar mop bucket with a spin area and a water area containing 4 inches of water was observed accessible to children near the handwashing sink on this date. A broom, dustpan, and mop were accessible to children in an open storage room near the bathroom on this date.

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: 4/15/2025

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 ceiling was observed to be peeling in the bathroom of Building 1 and the wall was peeling in Building 1 Front - Room A - Toddler 2 near the home living area on this date.

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.

Correction Deadline: 4/30/2025

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

Playground observed to be clean and in good repair.

Food Service

Records Reviewed: 9**Records with Missing/Incomplete Components: 3**

Staff # 1

Not Met

Date of Hire: 07/14/2017

"Missing/Incomplete Components"

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

Records Reviewed: 9**Records with Missing/Incomplete Components: 3**

Staff # 2 Not Met

Date of Hire: 08/05/2022

"Missing/Incomplete Components"

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

Staff # 8 Not Met

Date of Hire: 12/10/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.31(2)(b)2.-Staff Qualifications-Education Missing

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

Center menu meets USDA guidelines.

Health and Hygiene

Records Reviewed: 9**Records with Missing/Incomplete Components: 3**

Staff # 1 Not Met

Date of Hire: 07/14/2017

"Missing/Incomplete Components"

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

Staff # 2 Not Met

Date of Hire: 08/05/2022

"Missing/Incomplete Components"

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

Staff # 8 Not Met

Date of Hire: 12/10/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.31(2)(b)2.-Staff Qualifications-Education Missing

591-1-1-.07 Children's Health**Not Met****Finding**

591-1-1-.07(5) requires Center Staff to not permit children to wear around their necks or attach to their clothing pacifiers or other hazardous items. It was determined based on observation that one sleeping child in Building 1 Rear - Room B - Infant - Toddler 1 was observed to have a pacifier attached to their clothing on this date. It was further determined that one child in Building 1 Front - Room A - Toddler 2 was observed to be wearing a necklace on this date.

POI (Plan of Improvement)

The Center will instruct Staff regarding this safety requirement.

Correction Deadline: 4/14/2025

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

Proper hand washing observed throughout the center.

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.

Policies and Procedures

Records Reviewed: 9

Records with Missing/Incomplete Components: 3

Staff # 1

Not Met

Date of Hire: 07/14/2017

"Missing/Incomplete Components"

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

Staff # 2

Not Met

Date of Hire: 08/05/2022

"Missing/Incomplete Components"

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

Staff # 8

Not Met

Date of Hire: 12/10/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.31(2)(b)2.-Staff Qualifications-Education Missing

591-1-1-.21 Operational Policies & Procedures

Not Met

Comment

Program observed complete emergency drills

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 review of records that the center was lacking an emergency preparedness plan for flooding 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: 4/18/2025

Safety

Records Reviewed: 9

Records with Missing/Incomplete Components: 3

Staff # 1

Not Met

Date of Hire: 07/14/2017

"Missing/Incomplete Components"

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

Records Reviewed: 9**Records with Missing/Incomplete Components: 3**

Staff # 2 Not Met

Date of Hire: 08/05/2022

"Missing/Incomplete Components"

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

Staff # 8 Not Met

Date of Hire: 12/10/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.31(2)(b)2.-Staff Qualifications-Education Missing

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.

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)**Met****Comment**

Center does not currently provide routine transportation.

Correction Deadline: 9/11/2024**Corrected on 4/14/2025****.36(7)(d)2. - Previous citation corrected based on review of records in that the first and second checks of the vehicle were documented in December 2024, which was the last date of routine transportation.****Sleeping & Resting Equipment****Records Reviewed: 9****Records with Missing/Incomplete Components: 3**

Staff # 1 Not Met

Date of Hire: 07/14/2017

"Missing/Incomplete Components"

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

Staff # 2 Not Met

Date of Hire: 08/05/2022

"Missing/Incomplete Components"

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

Staff # 8 Not Met

Date of Hire: 12/10/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.31(2)(b)2.-Staff Qualifications-Education Missing

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

Comment

Pleasant naptime environment observed.

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 in that five of six cribs were observed to have loose sheets on this date. One crib was occupied with a sleeping child.

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.

Correction Deadline: 4/18/2025

Staff Records

Records Reviewed: 9	Records with Missing/Incomplete Components: 3
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Staff # 1

Not Met

Date of Hire: 07/14/2017

"Missing/Incomplete Components"

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

Staff # 2

Not Met

Date of Hire: 08/05/2022

"Missing/Incomplete Components"

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

Staff # 8

Not Met

Date of Hire: 12/10/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.31(2)(b)2.-Staff Qualifications-Education Missing

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

Not Met

Comment

Director provided two files for employees hired since last visit.

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on review of records that Staff #8, hired December 10, 2019, was present caring for children as a lead teacher in Building 1 Front Room - Room A - Toddler 2 without a current and valid satisfactory Comprehensive Records Check Determination on file on this date.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will ensure the CRC rules are maintained.

Correction Deadline: 4/15/2025

Finding

591-1-1-.09(1)(l)3. requires the Center to immediately require a new Comprehensive Records Check Determination for a Director, Employee or Provisional Employee at least once every five years. It was determined based on review of records that Staff #8, hired December 10, 2019, was present caring for children as a lead teacher in Building 1 Front Room - Room A - Toddler 2 with an Comprehensive Records Check Determination on file which expired on December 10, 2024.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure that each Director, Employee and Provisional Employee has a Comprehensive Records Check Determination on file that has been issued within the past five years. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will ensure CRC rules are maintained.

Correction Deadline: 4/15/2025

591-1-1-.14 First Aid & CPR**Not Met****Finding**

591-1-1-.14(3) requires the Center to have a first aid kit in each building of the Center and in any vehicle used by the Center for transportation of children, that contains scissors, tweezers, gauze pads, adhesive tape, thermometer, band-aids, assorted sizes, antibacterial ointment, insect-sting preparation, an antiseptic cleansing solution, triangular bandages, rubber gloves, protective eye wear, a protective face mask, and a cold pack. The first aid kit, together with a first aid instruction manual which must be kept with the kit at all times, shall be stored so that it is not accessible to children but is easily accessible to Staff. It was determined based on observation that the Center's first aid kit was lacking insect sting preparation, scissors, tweezers, protective eye wear, and triangular bandages. The antibacterial ointment was observed to be expired on this date.

POI (Plan of Improvement)

Center Staff will provide any missing first aid kits, add any missing items to each first aid kit and will develop and use a plan for checking the kits and replacing missing items in each kit in the future. First aid kits and instruction manuals will be stored so that they kits are not accessible to children but are easily accessible to Center Staff.

Correction Deadline: 4/24/2025

591-1-1-.33 Staff Training**Met****Comment**

Documentation observed of required staff training.

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

Staff observed to be compliant with applicable laws and regulations.

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 review of records that Staffs # 1, 2, and 8, identified as lead teachers, did not have evidence of meeting the minimum academic requirements on this date. The staff had enrolled in a program on July 18, 2024, to earn and obtain a Child Development Associate Credential (CDA).

POI (Plan of Improvement)

The lead teachers will complete and obtain the CDA Credential before January 18, 2026.

Correction Deadline: 4/14/2025

Staffing and Supervision

Records Reviewed: 9**Records with Missing/Incomplete Components: 3**

Staff # 1

Not Met

Date of Hire: 07/14/2017

"Missing/Incomplete Components"

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

Staff # 2

Not Met

Date of Hire: 08/05/2022

"Missing/Incomplete Components"

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

Staff # 8

Not Met

Date of Hire: 12/10/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.31(2)(b)2.-Staff Qualifications-Education Missing

591-1-1-.32 Staff:Child Ratios and Group Size(CR)**Not Met****Comment**

Center observed to maintain appropriate staff:child ratios.

Finding

591-1-1-.32(4)(a) requires that during the early morning times of arrival and late afternoon times of departure, infants and children younger than three (3) years may be grouped with older children so long as Staff: child ratios and group size are met based on the age of the youngest child in the group. It was determined based on observation that upon Consultant's arrival, two 1-year-old children, two 2-year-old children, ten 3-year-old children, and six 5-year-old children were housed together in Building 1 Front - Room A - Toddler 2 two hours after opening, when it was required for children younger than 3-years-old be housed separate from older children except for the first and last hour of operation.

POI (Plan of Improvement)

The Center will maintain Staff:child ratios based on the youngest child in the group during early morning and late afternoon times when children younger than three years of age may be grouped with older children.

Correction Deadline: 4/14/2025

591-1-1-.32 Supervision(CR)**Met****Comment**

Adequate supervision observed on this date.