



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: 5/9/2023 **VisitType:** Monitoring Visit **Arrival:** 10:30 AM **Departure:** 2:35 PM

CCLC-680

Stephens County Head Start

176 South Broad Street Toccoa, GA 30577 Stephens County
 (706) 886-7675 patrice.wheeler@ndohs.org

Process & QI Unit Consultant

Melyn Smith

Phone: (706) 855-3455

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melyn.smith@decal.ga.gov

Joint with: Melak Tessema

Mailing Address

PO Box 129
 Toccoa, GA 30577

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.
05/09/2023	Monitoring Visit	Good Standing	
05/12/2022	Monitoring Visit	Good Standing	
11/01/2021	Licensing Study	Good Standing	

Ratios/License Capacity

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Main	A-1L	Three Year Olds and Four Year Olds and Five Year Olds	2	15	C	21	C	NA	NA	Centers
Main	B-2L	Four Year Olds and Five Year Olds	2	18	C	21	C	NA	NA	Centers,Outside
Main	C-3L	Three Year Olds	2	14	C	20	C	NA	NA	Centers
Main	D-4L	Four Year Olds	2	15	C	20	C	NA	NA	Outside
Main	E-5L	Four Year Olds and Five Year Olds	2	15	C	20	C	NA	NA	Outside
Main	F-2R		0	0	C	17	C	NA	NA	
Main	G-1R		0	0	C	18	C	NA	NA	
Total Capacity @35 sq. ft.: 137					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 77					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	114	C

Comments

The purpose of this visit was to conduct a Monitoring Visit and to follow up on the previous visit.

Plan of Improvement: Developed This Date 05/09/2023

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



Please refer to the website, <http://www.dec.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 1 855-800-7747 or qualityrated@dec.ga.gov for more information. Free technical assistance is available!

Patrice Wheeler, Program Official	Date
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Melak Tessema, Consultant	Date
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Melyn Smith, Consultant	Date
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(Findings Report)

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Technical Assistance

Comment

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

Technical Assistance

591-1-1-.12(2) - The Consultant discussed with the Director to please ensure that all vinyl furniture was in good repair, as two blue vinyl couches in Rooms A-1L and E-5L were observed to have small tears in the arms on this date.

Correction Deadline: 5/9/2023

Technical Assistance

591-1-1-.12(3) - The Consultant discussed with the Director to please ensure chairs were not stacked in classrooms when children were present and active.

Correction Deadline: 5/9/2023

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

N/A

Comment

Center does not provide swimming activities.

Facility

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

Met

Comment

Licensed capacity observed to be routinely met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR)

Not Met

Technical Assistance

591-1-1-.25(13) - The Consultant discussed with the Director to please ensure loose cords were not accessible to children.

Correction Deadline: 5/9/2023

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:

-Room B-2L: Tubes of toothpaste were observed accessible to children in an unsecured cabinet under the handwashing sink.

-Room C-3L: A pair of adult scissors and a tube of Carmex were observed accessible to children in storage drawers next to the computer on this date. A plastic bag was observed accessible to children in a shelf near the computer on this date.

-Room D-4L: A roll of black trash bags were observed accessible to children in an unsecured cabinet under the handwashing sink on this date.

-Room E-5L: The broom and dust pan were observed accessible to children in the front left corner of the classroom. Diapering wipes were observed accessible to children on top of a shelf near the storage cabinet 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: 5/10/2023

Recited on 5/9/2023

Correction Deadline: 5/12/2022

Corrected on 5/9/2023

.25(3) - Previous citation corrected, based on observation, in that the Center and surrounding premises were observed to be in good repair, kept clean, and free of debris on this date.

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

Met

Comment

Playground observed to be clean and in good repair.

Correction Deadline: 6/12/2022

Corrected on 5/9/2023

.26(4) - Previous citation corrected, based on observation, in that playgrounds were observed to be enclosed by a fence at least four feet in height. The AC unit was observed to be fully enclosed on this date.

Correction Deadline: 5/12/2022

Corrected on 5/9/2023

.26(9) - Previous citation corrected, based on observation, that the playground was observed to be clean, free of litter, and free of hazards on this date.

Health and Hygiene

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

N/A

Comment

No children enrolled who require diapering.

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)**Met****Comment**

Discussed proper medication documentation and procedures.

Safety**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-.36 Transportation(CR)**N/A****Comment**

Center does not provide routine transportation.

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

Pleasant naptime environment observed.

Technical Assistance

591-1-1-.30(4) - The Consultant discussed with the Director to please ensure that cots were stored covered to prevent children's access to them and to allow maximum use of play space. It was further discussed that the stored cots should be secured and not easily tipped over on this date.

Correction Deadline: 5/9/2023

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

Criminal record checks were observed to be complete.

Comment

Director provided seven files for employees hired since last visit.

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

Please be mindful of training expiration dates. Please remember that CPR training must include a hands-on component.

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

Documentation observed of required staff training.

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

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)	Met
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Comment

Center observed to maintain appropriate staff:child ratios.

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

Staff observed to provide direct supervision and be attentive to children's needs.