



Bright from the Start Georgia Department of Early Care and Learning
2 Martin Luther King Jr. Drive SE, 670 East Tower
Atlanta, GA 30334
 Phone: (404) 657-5562 WWW.DECAL.GA.GOV

Date: 8/31/2021 **VisitType:** Monitoring Visit **Arrival:** 9:30 AM **Departure:** 10:30 AM

CCLC-33769

Coffee County Head Start

511 Pine Street Douglas, GA 31554 Coffee County
 (912) 720-1007 mhenderson@myactionpact.org

Regional Consultant

Kelly Wilson

Phone: (770) 405-7928
 Fax: (404) 591-4948
 kelly.wilson@dec.al.ga.gov

Mailing Address

P.O. Box 1965
 Waycross, GA 31502-1965

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.
08/31/2021	Monitoring Visit	Good Standing	
01/29/2021	Licensing Study	Good Standing	
09/10/2020	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
One Bldg.	A	Three Year Olds and Four Year Olds	2	9	C	20	C	NA	NA	Centers
One Bldg.	B	Three Year Olds and Four Year Olds	2	12	C	20	C	NA	NA	Centers
One Bldg.	C		0	0	C	20	C	NA	NA	
One Bldg.	D	Four Year Olds	2	14	C	20	C	NA	NA	Transitioning
One Bldg.	E	Two Year Olds	2	6	C	20	C	NA	NA	Outside
One Bldg.	F	One Year Olds and Two Year Olds	2	6	C	20	C	NA	NA	Floor Play
Total Capacity @35 sq. ft.: 120			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 47			Total Capacity @35 sq. ft.: 120							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
One Bldg.	Infant / Toddler Playground	29	C
One Bldg.	one plgr.	77	C

Comments

A virtual inspection was conducted on August 31, 2021 with the Provider. An in-person visit was not conducted due to the COVID-19 pandemic.

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



Please refer to the website, <http://www.dec.state.ga.us/CCS/Regulations.aspx>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

O.C.G.A. Section 42.1.12(i)(2) requires Bright from the Start: Georgia Department of Early Care and Learning to notify licensed child care programs on accessing and retrieving from the Georgia Bureau of Investigation's (GBI) website a list of the names and addresses of all registered sexual offenders. Please see GBI's website located at <http://gbi.georgia.gov> to access the Georgia Sex Offender Registry.

Refutation Process:

You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), e-mail the following information to CCSRefutations@dec.state.ga.us.

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

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

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

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.

Bright from the Start recommends that all licensed child care providers carry liability insurance coverage sufficient to protect its clients. If you do not have this liability insurance, you are required to post a notice with ½ inch letters in a conspicuous location in the program, notify the parent or guardian of each child in care in writing, obtain their signature to acknowledge receipt and maintain this written acknowledgment on file at the program at all times while the child attends the program and for 12 months after the child's last date of attendance. (O.C.G.A. Section 20-1A-4)



Important New Deadlines:

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

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

Melody Henderson, Program Official

Date

Kelly Wilson, 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)

Met

Comment

Equipment and furniture observed to be properly secured, as applicable.

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

Met

Comment

Center does not provide swimming activities.

Facility

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

Met

Comment

Licensed capacity observed to be routinely met by center.

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

Met

Comment

Center appears clean and well maintained.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. The grass on the playground appeared to be well maintained. The consultant discussed daily monitoring of the playground and playground equipment to ensure that hazards are not present while children are present for care.

Health and Hygiene

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Diapering was not directly observed during the virtual walk through. Procedures and sanitation regarding proper diapering were discussed with the Director on this date.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Handwashing was not directly observed during the virtual walk through. Hand washing supplies were observed, and hand washing practices were discussed with the Director on this date.

591-1-1-.20 Medications(CR)**Met****Comment**

Documentation for medication dispensing observed complete.

Safety

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

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

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

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

Records Reviewed: 18**Records with Missing/Incomplete Components: 0**

Staff # 1 Met

Date of Hire: 11/19/2014

Staff # 2 Met

Date of Hire: 11/26/2012

Staff # 3 Met

Date of Hire: 08/22/2013

Staff # 4 Met

Date of Hire: 08/19/2002

Staff # 5 Met

Records Reviewed: 18**Records with Missing/Incomplete Components: 0**

Date of Hire: 09/24/2018

Staff # 6 Met

Date of Hire: 07/30/2018

Staff # 7 Met

Date of Hire: 09/02/2014

Staff # 8 Met

Staff # 9 Met

Date of Hire: 12/18/2013

Staff # 10 Met

Date of Hire: 11/01/2011

Staff # 11 Met

Date of Hire: 08/17/2015

Staff # 12 Met

Date of Hire: 08/01/2006

Staff # 13 Met

Date of Hire: 04/12/2010

Staff # 14 Met

Date of Hire: 01/15/2020

Staff # 15 Met

Date of Hire: 03/12/2018

Staff # 16 Met

Date of Hire: 07/29/2019

Staff # 17 Met

Date of Hire: 09/09/2019

Staff # 18 Met

Date of Hire: 09/23/2019

Staff Credentials Reviewed: 5**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met****Comment**

Criminal record checks were observed to be complete.

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

Comment

Staff observed to be compliant with applicable laws and regulations.

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

Center observed to maintain appropriate staff:child ratios.

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

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