



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

Cover Sheet

Date: 10/11/2022 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 10:05 AM **Departure:** 3:40 PM

CCLC-52652

Montessori Academy

189A Sams Street Decatur, GA 30030 DeKalb County
 (404) 320-0400 blin@montessoriacademydecatur.com

Regional Consultant

Jessica Johnson

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 jessica.johnson@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.
10/11/2022	Complaint Closure	Good Standing	
10/11/2022	Complaint Investigation & Licensing Study	Good Standing	
05/18/2022	Complaint Investigation & Monitoring Visit	Good Standing	
			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 2	A;1st Left Lft-Inf/Tod	One Year Olds	2	9	C	13	C	NA	NA	Outside
Building 2	B;Left Inf/Tod	One Year Olds	1	4	C	14	C	NA	NA	Outside
Building 2	C: Right Inf/Tod		0	0	C	5	C	NA	NA	
Total Capacity @35 sq. ft.: 25			Total Capacity @25 sq. ft.: 0			Building @35 capacity limited by Insufficient Toilets/Sinks				
Single	A/1L/1's & 2's	Infants	2	3	C	16	C	NA	NA	Nap
Single	B/2L/6 wks- 18 mths	One Year Olds	2	10	C	13	C	NA	NA	Outside
Single	C/3L/AS		0	0	C	10	C	NA	NA	
Single	D/1L/ Upper- 3-6 yrs	Three Year Olds and Four Year Olds	1	8	C	23	C	NA	NA	Outside
Single	E/1R/Upper- 3-6 yrs	Four Year Olds	1	3	C	24	C	NA	NA	Outside
Single	F/2R/3-6 yrs		0	0	C	14	C	NA	NA	
Total Capacity @35 sq. ft.: 94			Total Capacity @25 sq. ft.: 0			Building @35 capacity limited by Building Department				
Total # Children this Date: 37			Total Capacity @35 sq. ft.: 119			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Single	PG/Left	44	C
Single	PG/Middle	7	C
Single	PG/Right	5	C

Comments

An on-site inspection was conducted on October 11, 2022 with the Director Susie Tran. Staff files, children's files, training, and background checks were all reviewed.

Plan of Improvement: Developed This Date 01/01/0001

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



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@dec.state.ga.us for more information. Free technical assistance is available!

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)

qinghua lin, Program Official

Date

Jessica Johnson, Consultant

Date



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Findings Report

Date: 10/11/2022 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 10:05 AM **Departure:** 3:40 PM

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The following information is associated with a Licensing Study Visit:

Activities and Equipment

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

Comment

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

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

Comment

Center does not provide swimming activities.

Facility

591-1-1-.06 Bathrooms Met

Comment

Bathrooms observed to be clean and well maintained.

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

Comment

Licensed capacity observed to be routinely met by center.

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:

-Single Building

*E/1R/Upper-3-6 yrs- There was a mop and bucket, accessible to the children.

-Building 2

*A;1st Left Lft-Inf/Tod-There was a broom and dust pan, vacuum cleaner, located in the diapering station area, accessible to the children.

*B;Left Inf/Tod- There was Aquaphor observed in child's bag and a plastic bag in the cubby, 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: 10/11/2022

Recited on 10/11/2022

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

Playground observed to be clean and in good repair.

Food Service

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

591-1-1-.15(3) requires baby bottles and formula to be labeled with the individual child's name; supplied by the Parent daily in bottles; and refrigerated at a temperature of forty (40) degrees Fahrenheit or less. Only the current day's formula or breast milk shall be served. If formula must be provided by the Center, only commercially prepared, ready-to-feed formula shall be used. Refrigerated or frozen breast milk shall only be heated or thawed under warm running water or in a container of warm water.

Correction Deadline: 10/11/2022

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

Kitchen appears clean and well organized.

Health and Hygiene

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

Staff state proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center.

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

The Provider currently does not dispense/administer medication.

Safety

591-1-1-.05 Animals	Met
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Comment

Animals maintained clean and appropriately caged.

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

Age-appropriate discussion and/or redirection observed.

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

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)	N/A
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Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position.

Staff Records

Records Reviewed: 14

Records with Missing/Incomplete Components: 1
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Staff # 1	Met
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Staff # 2	Not Met
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"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 3	Met
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Date of Hire: 08/23/2016

Staff # 4	Met
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Staff # 5	Met
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Records Reviewed: 14**Records with Missing/Incomplete Components: 1**

Staff # 6	Met
Staff # 7	Met
Date of Hire: 09/22/2021	
Staff # 8	Met
Date of Hire: 03/31/2021	
Staff # 9	Met
Staff # 10	Met
Date of Hire: 03/17/2020	
Staff # 11	Met
Date of Hire: 10/10/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 12	Met
Staff # 13	Met
Date of Hire: 09/27/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 14	Met

Staff Credentials Reviewed: 5**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on review of records that staff #2 did not submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site on this date.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will check to ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as 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 check to ensure the CRC rules are maintained.

Correction Deadline: 10/11/2022

Finding

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 the Consultant's review of records that staff member #2 did not have 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 on this date.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will check 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. 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 check to ensure the CRC rules are maintained.

Correction Deadline: 10/11/2022

Finding

591-1-1-.09(1)(k) requires that for portability for Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination or a satisfactory Comprehensive Records Check Determination letter issued by the Department for a Student-in-Training if the individual's Records Check Clearance Date is within the preceding 24 months from the hire date, the Center has verified and maintains evidence on file at the Center that the Student-in-Training is currently enrolled in a high school recognized by the Department of Education or an early education curriculum through an accredited school of higher education, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on review of records that staff # 10 most recently issued determination letter was not electronically ported prior to being present at the Center on this date.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will check to ensure that only the most recently issued determination letter is electronically ported for Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination or a satisfactory Comprehensive Records Check Determination letter issued by the Department for a Student-in-Training if the individual's Records Check Clearance Date is within the preceding 24 months from the hire date, the Center has verified and maintains evidence on file at the Center that the Student-in-Training is currently enrolled in a high school recognized by the Department of Education or an early education curriculum through an accredited school of higher education, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. 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 check to ensure CRC rules are maintained.

Correction Deadline: 10/11/2022

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.

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**

Adequate supervision observed on this date.

The following information is associated with a Complaint Investigation Visit:

Health and Hygiene

591-1-1-.07 Children's Health**Met**

Correction Deadline: 5/18/2022

Corrected on 10/11/2022

.07(2) - Citation observed corrected on this date.