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: 5/24/2022 **VisitType:** Licensing Study **Arrival:** 10:30 AM **Departure:** 1:15 PM

CCLC-48730

Victoryland Daycare Center

6611 Church Street Riverdale, GA 30274 Clayton County
(404) 704-4726 victorylandcenter@yahoo.com

Mailing Address
130 WOODSTREAM CT
FAYETTEVILLE, GA 30214

Regional Consultant
Yolanda Harris
Phone: (679) 739-7046
Fax:
yolanda.harris@decal.ga.gov

Joint with: Neli Todorova

Quality Rated: No

Compliance Zone Designation		
05/24/2022	Licensing Study	Good Standing
11/10/2021	Monitoring Visit	Good Standing
06/04/2021	Licensing Study	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 5-7 Yr Old	One Year Olds and Two Year Olds and Three Year Olds and Four Year Olds	2	6	NC	14	C	NA	NA	TV
Main	B 8-10 Yr Old		0	0	C	12	C	NA	NA	
Main	C 11-13 Yr Old		0	0	C	10	C	NA	NA	
		Total Capacity @35 sq. ft.: 36			Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 6		Total Capacity @35 sq. ft.: 36			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Mian	60	C

Comments
Visit was completed on May 24, 2022. Admin Review was completed on June 2, 2022.

Plan of Improvement: No Plan Developed

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

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 a1 855-800-7747 or qualityrated@decal.ga.gov **for more information. Free techincal 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)

Eunice Adeleye, Program Official Date

Yolanda Harris, Consultant Date

Neli Todorova, Consultant Date

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Findings Report

Date: 5/24/2022 **VisitType:** Licensing Study **Arrival:** 10:30 AM **Departure:** 1:15 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities **Not Met**

Finding
591-1-1-.03(1) requires the Center to provide a daily planned program of varied and developmentally appropriate activities to promote social, emotional, physical, cognitive, language and literacy growth. Center Staff shall use a variety of teaching methods to accommodate the needs of the children’s different learning styles. It was determined based on observation that the six students in care were watching a tablet and a television from 10:30 am until 11:40 am.

POI (Plan of Improvement)
The Center will plan a program that includes a variety of developmentally appropriate activities that are provided daily, train Staff to use various teaching methods, and monitor both.

Correction Deadline: 5/24/2022

Technical Assistance
Please ensure that center staff to limit the use of entertainment media, such as television, videotaped programs or movies and video or computer games to no more than two (2) hours daily per child or group; to provide such activities only at times when alternative activities are available for children who choose not to participate; and to use entertainment media that is age-appropriate.

Correction Deadline: 5/24/2022

Finding
591-1-1-.03(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. It was determined based on observation that there were no current lesson plans available.

POI (Plan of Improvement)
The Center will keep current lesson plans on site that include appropriate instruction practices and activities and will have sufficient and varied play and learning equipment and materials to support the activities.

Correction Deadline: 5/24/2022

Technical Assistance
Please ensure that current lesson plans are on site that reflect appropriate instruction practices and activities to support children's development The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas

Correction Deadline: 5/24/2022

Technical Assistance
Please ensure that the Center provide a variety of activities that allow for: indoor and outdoor play; quiet and active periods; free choice and directed activities; individual and group activities; large and small muscle activities; language experiences; arts and crafts; dramatic play; music and movement; and nature and science.

Correction Deadline: 5/24/2022

Finding
591-1-1-.03(6) requires Center Staff to ensure children less than three years of age do not spend more than one-half hour of time consecutively in confining equipment, such as swings, highchairs, jump seats, carriers or walkers. Children shall use such equipment only when they are awake. Such children shall be allowed time to play on the floor daily. Infants shall have supervised tummy time on the floor daily when they are awake. It was determined based on observation that five children ages one through three was sitting in the mult-seat feeding table for more than one hour and ten minutes.

POI (Plan of Improvement)
The Center will train Staff to use confining equipment appropriately, to provide supervised floor play daily for children under three years of age, including infants, and will monitor regularly.

Correction Deadline: 5/24/2022

Technical Assistance
Please ensure that the center to provide outdoor activities daily, weather permitting.

Correction Deadline: 5/24/2022

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

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

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.

Children's Records

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

Child # 1 Not Met

"Missing/Incomplete Components"

.08(1)-Address Missing,.08(1)-Allergies and Disabilities,.08(1)-DOB Missing,.08(1)-Doctor, Clinic, Phone Numbers,.08(1)-Emergency Contact information Missing,.08(1)-Living arrangements if not with both parents,.08(1)-Name Missing,.08(1)-No Record,.08(1)-Parent Names, Work Numbers,.08(1)-Sex Missing,.08(2)-Immunization,.08(1)-Name of School

591-1-1-.08 Children's Records **Not Met**

Finding
591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child’s name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child’s primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child’s participation in the program. It was determined based on review of record that the required documentation for the six children present was not received by the consultant.

POI (Plan of Improvement)
Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 5/24/2022

Finding
591-1-1-.08(1)(b) requires Center Staff to maintain a file for each child that includes parental authorizations, including, but not limited to, written authorization for the Center to obtain emergency medical care for the child when the Parent is not available. It was determined based on review of record that there were no documentation received for the six children enrolled.

POI (Plan of Improvement)
The Center will develop and follow a system to place and maintain all types of parental authorizations in these files.

Correction Deadline: 5/24/2022

Facility

591-1-1-.06 Bathrooms **Met**

Comment
Bathrooms observed to be clean and well maintained.

Comment
Please monitor bathrooms for necessary supplies.

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

Comment
Licensed capacity observed to be routinely met by center.

Technical Assistance
Please ensure that the Center provide 35 square feet of usable space per child, which will determine the Center's License capacity.

Correction Deadline: 5/24/2022

591-1-1-.25 Physical Plant - Safe Environment(CR) **Not Met**

Comment
Please be mindful to keep items that pose a hazard inaccessible to children. Staff belongings should be inaccessible to the children.

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 in room A, two staff bags were accessible to the students and one of the students bags had hand sanitizer in it.

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: 5/24/2022

Finding
591-1-1-.25(17) requires that the Center premises be free of plants and shrubs which are poisonous or hazardous. It was determined based on observation that the playground area have shrubs, vines, mushrooms and trees growing out of the mulch and along all sides of the fence areas.

POI (Plan of Improvement)
The harmful item will be removed.

Correction Deadline: 5/24/2022

Technical Assistance
Please ensure protective caps on all unused electrical outlets within children's reach and requires that electrical outlets in use be made inaccessible to children.

Correction Deadline: 5/24/2022

Technical Assistance
Please ensure that the Center not allow a person to remain on the premises if the person does not have a legitimate reason for being on the premises.

Correction Deadline: 5/24/2022

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

Comment
Discussed maintenance of resilient surface. Please fluff and redistribute.

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 two swings on the playground structure have S hooks and the seats need repairs.

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: 6/3/2022

Technical Assistance
Please ensure climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency.

Correction Deadline: 6/3/2022

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 paper, exposed roots, vines, thorns, sticks, mushrooms, and bushes were growing from the mulch and along the side of the fencing area.

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: 5/24/2022

Food Service

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

Technical Assistance
Please ensure that meals and snacks are served, with serving sizes dependent upon the age of the child, that meet nutritional guidelines as established by the United States Department of Agriculture Child and Adult Care Food Program. Meals and snacks shall be varied daily, and additional servings of nutritious food shall be offered to children over and above the required daily minimum, if not contraindicated by special diets.

Correction Deadline: 5/24/2022

Technical Assistance
591-1-1-.15(5) - Discussed with provider that as soon as the child exhibits a desire to feed him/herself, the child shall be assisted and encouraged to use their fingers for self-feeding, eat with spoon and to drink from individual cups.

Correction Deadline: 5/24/2022

Finding
591-1-1-.15(5) requires that the Center provide a menu listing all meals and snacks to be served during the current week except for School-age Centers where the food may be provided by the Parent(s) by agreement between the School-age Center and the Parent(s). Substitutions shall be recorded on the posted menu and menus shall be retained at the Center for six (6) months. It was determined based on observation and interview of staff that there were no menus available.

POI (Plan of Improvement)
The Center will list all of the current week's meals and snacks and all substitutions on the menu and keep past menus on file for six months and will implement a system to monitor this.

Correction Deadline: 5/24/2022

Technical Assistance
Please ensure that the Center provide a menu listing all meals and snacks to be served during the current week and posted.

Correction Deadline: 5/24/2022

Finding
591-1-1-.15(9) requires that a written statement be on file from a medical authority when a child requires a modified diet for medical reasons and from the child's Parent(s) when a child requires a modified diet for religious reasons. All caregiver Personnel shall be informed of the diet restriction for the child and only food that complies with the prescribed dietary regimen but still meets the food and nutrition requirements shall be served to the child. It was determined based on observation in room A, a child was not eating and provider stated that the child's parent brings him a prepared meals in a container each day, in the same room another student was eating a prepared sack lunch from his parent(included a small bag of popcorn, a sandwich and a juice). Discussed with provider the child's parent must bring a written statement from the doctor.

POI (Plan of Improvement)
The Center will obtain the appropriate written statement and keep it on file, inform all caregiver Staff, and only serve the child food that complies, but still meets the nutrition requirements in these rules and will review and monitor.

Correction Deadline: 5/24/2022

Technical Assistance
Please ensure that a sack lunch brought from home meets the meal requirements.

Correction Deadline: 5/24/2022

591-1-1-.18 Kitchen Operations **Not Met**

Finding
591-1-1-.18(3) requires ventilation to be provided either by mechanical or natural means so as to provide fresh air and control of unpleasant odors in the food preparation area. It was determined based on observation that the kitchen window will not open and does not have a protective screen behind the glass window.

POI (Plan of Improvement)
The Center will ensure there is an adequate working ventilation system in the food preparation area.

Correction Deadline: 6/3/2022

Technical Assistance
Please ensure kitchen lights to be shielded.

Correction Deadline: 6/3/2022

Technical Assistance
Please ensure freezer temperature shall be maintained at zero (0) degrees Fahrenheit or below.

Correction Deadline: 5/24/2022

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR) **Not Met**

Comment
Hand washing requirements for diapering were discussed with the director on this date.

Comment
Staff state proper knowledge of diapering procedures.

Technical Assistance
Please ensure to provide ventilation in the diapering areas with functioning exhaust fans and a duct system or by the required amount of window space provided by operable windows when open

Correction Deadline: 5/24/2022

Technical Assistance
Please ensure that a hand washing sink with running heated water located adjacent to the diapering area

Correction Deadline: 5/24/2022

Finding
591-1-1-.10(4) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined based on observation that the diapering area in room A is porous and have 2 visible tears on the side of the pad being used.

POI (Plan of Improvement)
The Center will ensure there is a smooth, nonporous changing surface that has a guard or rails for safety in each classroom that houses children wearing diapers. Center Staff will be trained and have adequate supplies to properly clean the diaper changing surface between each diaper change.

Correction Deadline: 5/24/2022

591-1-1-.17 Hygiene(CR) **Not Met**

Finding
591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on observation that six students in room A,did not wash their hands before lunch.

POI (Plan of Improvement)
The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

Correction Deadline: 5/24/2022

Finding
591-1-1-.17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined based on observation that in room A, one of the teachers did not wash her hands before preparing the meals.

POI (Plan of Improvement)
The Center will ensure liquid soap and warm running water are available for handwashing, train Staff on the handwashing requirements, review the requirements with Staff periodically, and monitor handwashing.

Correction Deadline: 5/24/2022

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

Comment
The Provider currently does not dispense/administer medication.

Organization

591-1-1-.16 Governing Body & License **Met**

Technical Assistance
- Discussed with the Director that an Application for Amendment for the Ages Served together with all required supporting documents needs to be submitted through the provider’s DECAL Koala account.

Correction Deadline: 5/24/2022

591-1-1-.37 Inspections & Investigations **Met**

Technical Assistance
Discussed with the provider that Department’s representatives need to be given access to all program licensed areas.

Correction Deadline: 5/24/2022

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Technical Assistance**

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 record that the Emergency Preparedness Plan was not received.

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

Correction Deadline: 5/29/2022

Technical Assistance
Please ensure that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly 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.

Correction Deadline: 5/29/2022

591-1-1-.27 Posted Notices **Not Met**

Finding
591-1-1-.27 requires each Center to post in a designated area for public viewing near the front entrance the following: the Center's current License or Permit; a copy of these rules; a copy of the current communicable disease chart; a statement allowing Parent(s) access to all child care areas upon notifying any staff member of his or her presence; names of persons responsible for the administration of the Center in the administrator's absence; the dated current week's menu for meals and snacks; emergency plans for severe weather, fire, and other emergency situations; a statement requiring visitors to check in with Staff when entering the Center; no smoking signs; and a notice provided by the Department which advises Parents of their right to review a copy of the Center's most recent licensure evaluation report upon request to the Center Director. The Center shall provide any Parent with a copy of this evaluation report upon request. It was determined based on observation that required posted notices were not visible at the time of visit.

POI (Plan of Improvement)
The Center will post the notices as required and ensure they remain posted.

Correction Deadline: 5/24/2022

Comment
Please make sure that all required signs are posted and up to date.

591-1-1-.29 Required Reporting **Met**

Comment
Discussed reporting requirements.

Safety

591-1-1-.05 Animals **Met**

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) **Met**

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

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) **Technical Assistance**

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.

Comment
There were no infants present at the time of the visit. Consultant observed two (2) approved cribs in room A on this date.
SIDS requirements were discussed with the provider on this date.

Technical Assistance
Please ensure that a crib mattress is firm, tight-fitting without gaps, at least 2 inches thick and covered with a waterproof, washable material. Before a change of occupant, each mattress shall be cleaned with a disinfectant

Correction Deadline: 5/24/2022

Technical Assistance
Please ensure that sheets or similar coverings for cots or mats shall either be marked for individual use or laundered daily. If marked for individual use, they must be laundered weekly or more frequently if needed.

Correction Deadline: 5/24/2022

Technical Assistance
Please ensure that a light cover be available for each child's use on a cot or mat and shall be marked for individual use or laundered daily. If marked for individual use, they must be laundered weekly or more frequently if needed.

Correction Deadline: 5/24/2022

Staff Records

Records Reviewed: 4 **Records with Missing/Incomplete Components: 3**

Staff # 1 Not Met

Date of Hire: 01/27/2020

"Missing/Incomplete Components"

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

Staff # 2 Not Met

Date of Hire: 10/10/2018

"Missing/Incomplete Components"

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

Staff # 3 Not Met

Date of Hire: 04/10/2021

"Missing/Incomplete Components"

Records Reviewed: 4 **Records with Missing/Incomplete Components: 3**

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate

Staff # 4 Met

Date of Hire: 02/14/2022

Staff Credentials Reviewed: 2

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

Comment
Criminal record checks were observed to be complete.

Technical Assistance
Discussed with the provider that church staff cannot have access to the license space unless they are escorted as visitors by staff of the licensed program, or have a Satisfactory Comprehensive Background Check Clearance letter from the Department on file.

Comment
If any enters the licensing area please ensure that each individual have a Comprehensive Background Check on file.

591-1-1-.09 Criminal Records Check(CR) **Met**

Comment
Criminal records checks were observed to be complete.

591-1-1-.14 First Aid & CPR **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 review of record that there is no evidence of CPR or First Aid on file.

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: 6/23/2022

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

Technical Assistance
DIscussed with provider 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 did not complete 2020 annual training as required.

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: 12/31/2021

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.

Finding
591-1-1-.31(2)(c) requires the Center to maintain a copy and/or written verification of the credential or degree awarded to the lead teacher that is required by these rules in the lead teacher's file, to make the document available for inspection and to provide the document to Department staff upon request. It was determined based on review of record that the Lead Teacher do not have required crudentials.

POI (Plan of Improvement)
The Center will review lead teacher records to ensure the required documentation is on file and will obtain and file it if not found.

Correction Deadline: 5/24/2022

Staffing and Supervision

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

Comment
Center observed to maintain appropriate staff:child ratios.

Comment
Discussed combining children of mixed ages.

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

Finding
591-1-1-.32(2) requires the Center maintain Staff:child ratios in mixed-age groups based on the age of the youngest group of children that includes more than twenty percent of the total number of children in the mixed-age group. It was determined based on observation in room A there were three(3) one year olds, one(1) two year old, one(1) three year old, and one(1) four year old.

POI (Plan of Improvement)
The Center will provide adequate staff when there is a mixed-age group.

Correction Deadline: 5/24/2022

Finding
591-1-1-.32(3) requires a Center with a licensed capacity of 18 or fewer children to maintain Staff-child ratios in mixed-age groups of children under three years old based on the age of the youngest child under three years of age. Where all of the children in any one group are three years of age or older, the age of the majority of the children in the group shall determine the Staff: child ratios .
It was determined based on observation in room A, their were:
Three , one year olds
One, two year old
One, three year old
One, four year old

POI (Plan of Improvement)
The Center will determine and maintain Staff: child ratios as required.

Correction Deadline: 5/24/2022

Finding
591-1-1-.32(4) requires that children under three years old be housed in separate physical areas from older children and cannot be mixed with older children except at specified times and circumstances. It was determined based on observation that in room A there were three(3) one year olds, one(1)two year old, one(1) three year old, and one(1) four year old child.

POI (Plan of Improvement)
The Center will maintain separation of these children under three years old.

Correction Deadline: 5/24/2022