



**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:** 8/29/2023 **VisitType:** Incident Investigation/Licensing Study **Arrival:** 8:10 AM **Departure:** 1:00 PM

**CCLC-54297**

**Cozy West Childcare & Learning Center**

1263 Augusta West Pky Augusta, GA 30909 Richmond County  
 (706) 650-0232 cozywestcenter@gmail.com

**Lead Consultant**

Kaycee Purvis

Phone: (770) 357-4915

Fax: (404) 478-8085

kaycee.purvis@decal.ga.gov

**Mailing Address**

8840 Old Southwick Pass  
 Alpharetta, GA 30022

**Quality Rated:** ★ ★

| <b>Compliance Zone Designation</b> |                                            |               | <b>Compliance Zone Designation</b> - 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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|------------------------------------|--------------------------------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 08/29/2023                         | Incident Investigation/Licensing Study     | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 02/28/2023                         | Complaint Closure                          | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 02/28/2023                         | 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              |
|---------------------------------|-------------------------|-----------------|-------|----------|-------------------------------|------------|--------------|------------|--------------|--------------------|
| Main                            | A-First Left 2's        | Two Year Olds   | 1     | 5        | C                             | 28         | C            | NA         | NA           | Breakfast          |
| Main                            | B-Second Left 3's       | Three Year Olds | 1     | 8        | C                             | 32         | C            | NA         | NA           | Breakfast, Centers |
| Main                            | C-Back PreK             | GA PreK         | 2     | 18       | C                             | 38         | C            | NA         | NA           | Breakfast          |
| Main                            | D-Second Right 1's      | One Year Olds   | 1     | 7        | C                             | 22         | C            | NA         | NA           | Breakfast          |
| Main                            | E- First Right- Infants |                 | 0     | 0        | C                             | 11         | C            | NA         | NA           |                    |
| Total Capacity @35 sq. ft.: 131 |                         |                 |       |          | Total Capacity @25 sq. ft.: 0 |            |              |            |              |                    |
| Total # Children this Date: 38  |                         |                 |       |          | Total Capacity @25 sq. ft.: 0 |            |              |            |              |                    |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
| Main     | Play A     | 48                   | C                     |
| Main     | Play B     | 128                  | C                     |
| Main     | Play C     | 57                   | C                     |

**Comments**

The purpose of this visit was to conduct an Incident Investigation/ Licensing Study.

Plan of Improvement: Developed This Date 08/29/2023

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.

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#### 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](http://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.

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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 855-800-7747 or [qualityrated@dec.ga.gov](mailto:qualityrated@dec.ga.gov) for more information. Free technical assistance is available!**

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Kelly Marie Sampson, Program Official

Date

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Kaycee Purvis, Lead Consultant

Date



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(Findings Report)

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The following information is associated with a Licensing Study Visit:

**Activities and Equipment**

**591-1-1-.03 Activities**

**Technical Assistance**

**Technical Assistance**

591-1-1-.03(2) - Please ensure that staff post current lesson plans weekly.

**Correction Deadline: 8/29/2023**

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

**Not Met**

**Comment**

Discussed adding equipment and toys to enhance variety.

**Finding**

591-1-1-.12(2) requires that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. It was determined based upon observation that the following equipment hazards were accessible to children on this date:

A-First Left 2's:

- The kitchen center stove was missing a handle on the door and missing a knob on the top stove.

C-Back PreK:

- The gray filing cabinet by the television was rusted on the top.

D-Second Right-1's:

- The kitchen center equipment had a staple protruding at the bottom middle of the equipment.

**POI (Plan of Improvement)**

The Center will ensure that equipment and furniture are used by the age-appropriate group of children.

**Correction Deadline: 9/15/2023**

**Finding**

591-1-1-.12(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. It was determined based upon observation that the art supplies in the art center in Classroom A-First Left 2's were stacked at a height that caused a potential falling hazard. It was further determined that the bookshelf in the library center in Classroom B-Second Left 3's was not secured causing a potential tipping hazard.

**POI (Plan of Improvement)**

The Center will ensure that the identified equipment or furniture and any other such existing or future items are secured adequately and will have a system for checking these for stability.

**Correction Deadline: 8/29/2023**

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

Center does not provide swimming activities.

|                 |
|-----------------|
| <b>Facility</b> |
|-----------------|

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

591-1-1-.06(7) - Please ensure that staff are cleaning bathroom walls daily.

**Correction Deadline: 8/29/2023**

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

Licensed capacity observed to be routinely met by center.

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**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 upon observation that the following hazards were observed accessible to children:

A-First Left 2's:

- A broom, dust pan, magic eraser, and toilet brush were in the right bathroom.

B-Second Left 3's:

- Two staplers and a pair of adult scissors were in a child's cubby.

D-Second Right 1's:

- A staff purse was on a table.

**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: 8/29/2023**

**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 upon observation that paint was peeling from the walls in the hallway leading to the classrooms, Classroom A-First Left 2's, Classroom B-Second Left 3's, Classroom C- Back PreK. It was further determined that the playground door of Classroom C- Back PreK had chipping paint accessible to children.

**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: 10/13/2023**

**Recited on 8/29/2023**

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**591-1-1-.26 Playgrounds(CR)****Not Met****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 the consultant's observation that the red merry go round bicycle located on playground B on the back middle section was missing two pedals causing a potential hazard.

It was determined based upon observation that the following playground equipment hazards were accessible to children on this date:

Playground B:

- The red merry go round bicycle located on the back middle sections was missing two pedals causing a potential tripping hazard.
- The two see saws located on the back left section had chipping paint.
- The red wooden barrier surrounding the red slides at the back left section had deteriorating pieces of wood with exposed sharp edges.
- The Fun Ball set in the middle section had chipping paint.

Playground A:

- The kitchen toy set had a cracked oven door.

**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: 9/29/2023**

**Recited on 8/29/2023**

**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 upon observation that the following hazards were observed accessible to children on the playground:

Playground B:

- Tree roots were at the front left and back middle section causing a potential tripping hazard.
- A mushroom was located in the middle at the front left sections.
- A water hose was located by the exterior door leading to Classroom C-Back PreK.
- A bolt was protruding from the ground by the wooden barrier in the back left section.

Playground A:

- A rotted tree was at the back right section.

**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: 9/30/2023**

## Health and Hygiene

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

Not Met

#### 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 upon observation that the diaper changing pad in Classroom D-Second Right 1's was torn at the top middle of the changing pad causing it to no longer be able to be cleaned properly. It was further determined that the diaper changing pad in Classroom E- First Right- Infants was torn in the middle of the changing pad causing it to no longer be able to be cleaned properly.

#### 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: 9/11/2023**

### 591-1-1-.17 Hygiene(CR)

Met

#### Comment

Staff were observed to remind children to wash hands.

### 591-1-1-.20 Medications(CR)

Met

#### Comment

Discussed proper medication documentation and procedures.

## Policies and Procedures

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

Not Met

#### Finding

591-1-1-.21(3) requires 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. It was determined based upon observation that the center failed to conduct in writing documentation of conducting emergency drills March 2023 and April 2023.

#### POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

**Correction Deadline: 9/3/2023**

### 591-1-1-.27 Posted Notices

Met

#### Comment

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

## Safety

### 591-1-1-.11 Discipline(CR)

Met

#### Comment

Age-appropriate discussion and/or redirection observed.

### 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)

Met

Correction Deadline: 2/28/2023

Corrected on 8/29/2023

.30(1)(a)2 - Correction of previous citation in that the Consultant observed tight fitting crib mattresses on this date.

Correction Deadline: 2/28/2023

Corrected on 8/29/2023

.30(1)(a)3 - Correction of previous citation in that the Consultant observed tight fitting crib sheets on this date.

## Staff Records

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

Met

### Comment

Criminal record checks were observed to be complete.

591-1-1-.14 First Aid & CPR

Met

Correction Deadline: 3/31/2023

Corrected on 8/29/2023

.14(2) - Correction of previous citation in that the Consultant observed more than fifty percent of staff to obtain training in First Aid and CPR as required.

591-1-1-.33 Staff Training

Met

Correction Deadline: 3/31/2023

Corrected on 8/29/2023

.33(3) - Correction of previous citation in that the Consultant observed documentation of Health and Safety Orientation training for staff on this date.

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

Technical Assistance

### Technical Assistance

591-1-1-.31(1)(a) - The Consultant and Director discussed ensuring that the Director is not responsible for more than two programs at a time.

Correction Deadline: 8/29/2023

## 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.