



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: 7/14/2025 VisitType: Licensing Study

Arrival: 10:00 AM Departure: 3:45 PM

CCLC-52
Capitol Hill Child Enrichment Center
197 Decatur St., SE Atlanta, GA 30303 Fulton County
(404) 413-8454 sonjio@gsu.edu

Regional Consultant
Earlene Huston
Phone: (770) 359-4330
Fax: (770) 357-8899
earlene.huston@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. 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.
07/14/2025	Licensing Study	Good Standing	
11/14/2024	Licensing Study	Good Standing	
03/13/2024	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	Room 2	Infants	2	6	C	17	C	NA	NA	Floor Play, Diapering
Main	Room 3	Infants	2	6	C	17	C	NA	NA	Outside
Main	Room 4		0	0	C	12	C	NA	NA	Not In Use
Main	Room 6	Four Year Olds and Five Year Olds	2	15	C	21	C	NA	NA	Centers
Main	Room 7	Three Year Olds and Four Year Olds	2	8	C	21	C	NA	NA	Centers, Homework
Main	Room 5	One Year Olds and Two Year Olds	3	12	C	22	C	NA	NA	Outside
Total Capacity @35 sq. ft.: 110			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 47			Total Capacity @35 sq. ft.: 110				Total Capacity @25 sq. ft.: 0			

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	103	C

Enrolled Children						
Under 1 years	1 years	2 years	3 years	4 years	5 years (Prekonly)	5 years and older
7	7	14	13	12	5	0

Comments

The purpose of the visit was to complete the licensing study.

Plan of Improvement: Developed This Date

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.decgal.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 855-800-7747 or qualityrated@decgal.ga.gov for more information. Free technical assistance is available!



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(Findings Report)

Date: 7/14/2025 **VisitType:** Licensing Study

Arrival: 10:00 AM **Departure:** 3:45 PM

CCLC-52

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Mailing Address
Same

The following information is associated with a LS:

Activities and Equipment

Records Reviewed: 25

Records with Missing/Incomplete Components: 15

Staff # 1

Not Met

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training,.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 2

Not Met

Date of Hire: 04/17/2023

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training

Staff # 3

Not Met

Date of Hire: 11/14/2023

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training

Staff # 4

Not Met

Date of Hire: 11/27/2023

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 8

Not Met

Date of Hire: 03/22/2024

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 9

Not Met

Date of Hire: 05/18/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 13	Not Met
Date of Hire: 10/14/2024	
<u>"Missing/Incomplete Components"</u>	
.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate	
Staff # 14	Not Met
Date of Hire: 05/02/2025	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
<u>"Missing/Incomplete Components"</u>	
.24(1)-Evidence of Orientation Missing	
Staff # 15	Not Met
<u>"Missing/Incomplete Components"</u>	
.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate	
Staff # 18	Not Met
Date of Hire: 01/23/2024	
<u>"Missing/Incomplete Components"</u>	
.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training	
Staff # 19	Not Met
Date of Hire: 01/09/2025	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate,.24(1)-Evidence of Orientation Missing	
Staff # 21	Not Met
Date of Hire: 10/23/2023	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate,.24(1)-Evidence of Orientation Missing	
Staff # 23	Not Met
Date of Hire: 10/01/1998	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 24	Not Met
Date of Hire: 06/20/2016	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 25	Not Met
Date of Hire: 10/28/2024	
<u>"Missing/Incomplete Components"</u>	
.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate	

Comment

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

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: 25****Records with Missing/Incomplete Components: 15**

Staff # 1

Not Met

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training,.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 2

Not Met

Date of Hire: 04/17/2023

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training

Staff # 3

Not Met

Date of Hire: 11/14/2023

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training

Staff # 4

Not Met

Date of Hire: 11/27/2023

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 8

Not Met

Date of Hire: 03/22/2024

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 9

Not Met

Date of Hire: 05/18/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 13

Not Met

Date of Hire: 10/14/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate

Staff # 14

Not Met

Date of Hire: 05/02/2025

Reminder - Health & Safety training is required within 90 calendar days of hired

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 15

Not Met

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate

Staff # 18

Not Met

Date of Hire: 01/23/2024

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.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training

Staff # 19

Not Met

Date of Hire: 01/09/2025

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.33(3)-Health & Safety Certificate,.24(1)-Evidence of Orientation Missing

Staff # 21

Not Met

Date of Hire: 10/23/2023

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.24(1)-Evidence of Orientation Missing

Staff # 23

Not Met

Date of Hire: 10/01/1998

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 24

Not Met

Date of Hire: 06/20/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 25

Not Met

Date of Hire: 10/28/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate

Records Reviewed: 5**Records with Missing/Incomplete Components: 2**

Child # 1

Not Met

"Missing/Incomplete Components"

.08(2)-Immunization

Child # 5

Not Met

"Missing/Incomplete Components"

.08(2)-Immunization

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

Finding

591-1-1-.08(2) requires Center Staff to maintain a file for each child that includes evidence of age-appropriate immunizations or a signed affidavit against such immunizations for each child enrolled in the center on a form approved by the Department, and to allow no child to continue enrollment in the Center for more than thirty (30) days without such evidence. It was determined based on review of children's records two of the five children's records immunization certificate had expired. []

POI (Plan of Improvement)

Center staff will have and use a plan to track immunization forms for all enrolled children and to ensure the form or affidavit are obtained from the parent or guardian within 30 days of enrollment. Parents will be informed their child cannot remain enrolled in the center without this documentation.

Correction Deadline: 7/24/2025

Facility	
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Records Reviewed: 25

Records with Missing/Incomplete Components: 15

Staff # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training,.31(2)(b)2.-Staff Qualifications-Education Missing	
Staff # 2	Not Met
Date of Hire: 04/17/2023	
<u>"Missing/Incomplete Components"</u>	
.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training	
Staff # 3	Not Met
Date of Hire: 11/14/2023	
<u>"Missing/Incomplete Components"</u>	
.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training	
Staff # 4	Not Met
Date of Hire: 11/27/2023	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 8	Not Met
Date of Hire: 03/22/2024	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 9	Not Met
Date of Hire: 05/18/2024	
<u>"Missing/Incomplete Components"</u>	
.24(1)-Evidence of Orientation Missing	
Staff # 13	Not Met
Date of Hire: 10/14/2024	
<u>"Missing/Incomplete Components"</u>	
.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate	
Staff # 14	Not Met

Records Reviewed: 25**Records with Missing/Incomplete Components: 15**

Date of Hire: 05/02/2025

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 15

Not Met

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate

Staff # 18

Not Met

Date of Hire: 01/23/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training

Staff # 19

Not Met

Date of Hire: 01/09/2025

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.24(1)-Evidence of Orientation Missing

Staff # 21

Not Met

Date of Hire: 10/23/2023

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Not Met

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Staff # 25

Not Met

Date of Hire: 10/28/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate

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 on this date.

591-1-1-.25 Physical Plant - Safe Environment(CR)**Met****Correction Deadline: 11/14/2024****Prior Visits: 11/14/2024**

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

Met

Comment

Playground observed to be clean and in good repair on this date.

Food Service

Records Reviewed: 25

Records with Missing/Incomplete Components: 15

Staff # 1

Not Met

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training,.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 2

Not Met

Date of Hire: 04/17/2023

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training

Staff # 3

Not Met

Date of Hire: 11/14/2023

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training

Staff # 4

Not Met

Date of Hire: 11/27/2023

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 8

Not Met

Date of Hire: 03/22/2024

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 9

Not Met

Date of Hire: 05/18/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 13

Not Met

Date of Hire: 10/14/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate

Staff # 14

Not Met

Date of Hire: 05/02/2025

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 15 Not Met

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate

Staff # 18 Not Met

Date of Hire: 01/23/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training

Staff # 19 Not Met

Date of Hire: 01/09/2025

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.24(1)-Evidence of Orientation Missing

Staff # 21 Not Met

Date of Hire: 10/23/2023

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Staff # 23 Not Met

Date of Hire: 10/01/1998

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 24 Not Met

Date of Hire: 06/20/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 25 Not Met

Date of Hire: 10/28/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate

591-1-1-.15 Food Service & Nutrition

Met

Comment

Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations

Met

Comment

Please ensure that all food items are stored in airtight containers.

Health and Hygiene

Staff # 1 Not Met

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training,.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 2

Not Met

Date of Hire: 04/17/2023

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training

Staff # 3

Not Met

Date of Hire: 11/14/2023

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training

Staff # 4

Not Met

Date of Hire: 11/27/2023

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 8

Not Met

Date of Hire: 03/22/2024

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 9

Not Met

Date of Hire: 05/18/2024

"Missing/Incomplete Components"

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Date of Hire: 01/23/2024

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Not Met

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Date of Hire: 10/01/1998

"Missing/Incomplete Components"

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Staff # 24

Not Met

Date of Hire: 06/20/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 25

Not Met

Date of Hire: 10/28/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate

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

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

Comment

Proper diapering procedures observed.

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

Staff were observed to remind children to wash hands on this date.

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

The Provider currently does not dispense/administer medication.

Policies and Procedures

Staff # 1

Not Met

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training,.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 2

Not Met

Date of Hire: 04/17/2023

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training

Staff # 3	Not Met
Date of Hire: 11/14/2023	
<u>"Missing/Incomplete Components"</u>	
.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training	
Staff # 4	Not Met
Date of Hire: 11/27/2023	
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.33(5)-10 Hrs. Annual Training	
Staff # 8	Not Met
Date of Hire: 03/22/2024	
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Staff # 9	Not Met
Date of Hire: 05/18/2024	
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Staff # 19	Not Met
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Staff # 21	Not Met
Date of Hire: 10/23/2023	

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Staff # 24

Not Met

Date of Hire: 06/20/2016

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Staff # 25

Not Met

Date of Hire: 10/28/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate

591-1-1-.21 Operational Policies & Procedures**Met****Comment**

Program observed complete emergency drills

591-1-1-.27 Posted Notices**Met****Comment**

Observed all required posted notices.

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

Discussed reporting requirements.

Comment

Thank you for reporting as required.

Safety

Staff # 1

Not Met

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training,.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 2

Not Met

Date of Hire: 04/17/2023

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training

Staff # 3

Not Met

Date of Hire: 11/14/2023

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training

Staff # 4	Not Met
Date of Hire: 11/27/2023	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 8	Not Met
Date of Hire: 03/22/2024	
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.33(5)-10 Hrs. Annual Training

Staff # 24

Not Met

Date of Hire: 06/20/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 25

Not Met

Date of Hire: 10/28/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate

591-1-1-.05 Animals

N/A

Comment

Center does not keep animals on premises.

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

Met

Comment

Staff were observed to maintain a positive learning environment on this date.

591-1-1-.13 Field Trips(CR)

N/A

Comment

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)

N/A

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

Staff # 1

Not Met

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training,.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 2

Not Met

Date of Hire: 04/17/2023

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training

Staff # 3

Not Met

Date of Hire: 11/14/2023

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training

Staff # 4

Not Met

Date of Hire: 11/27/2023

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 8 Not Met

Date of Hire: 03/22/2024

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 9 Not Met

Date of Hire: 05/18/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 13 Not Met

Date of Hire: 10/14/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate

Staff # 14 Not Met

Date of Hire: 05/02/2025

Reminder - Health & Safety training is required within 90 calendar days of hired

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 15 Not Met

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate

Staff # 18 Not Met

Date of Hire: 01/23/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training

Staff # 19 Not Met

Date of Hire: 01/09/2025

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.24(1)-Evidence of Orientation Missing

Staff # 21 Not Met

Date of Hire: 10/23/2023

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.24(1)-Evidence of Orientation Missing

Staff # 23 Not Met

Date of Hire: 10/01/1998

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 24 Not Met

Date of Hire: 06/20/2016

Records Reviewed: 25

Records with Missing/Incomplete Components: 15

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 25

Not Met

Date of Hire: 10/28/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate

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

Met

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 25

Records with Missing/Incomplete Components: 15

Staff # 1

Not Met

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training,.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 2

Not Met

Date of Hire: 04/17/2023

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training

Staff # 3

Not Met

Date of Hire: 11/14/2023

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training

Staff # 4

Not Met

Date of Hire: 11/27/2023

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 8

Not Met

Date of Hire: 03/22/2024

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 9

Not Met

Date of Hire: 05/18/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 13

Not Met

Date of Hire: 10/14/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate

Staff # 14

Not Met

Date of Hire: 05/02/2025

Reminder - Health & Safety training is required within 90 calendar days of hired

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 15

Not Met

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate

Staff # 18

Not Met

Date of Hire: 01/23/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training

Staff # 19

Not Met

Date of Hire: 01/09/2025

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.24(1)-Evidence of Orientation Missing

Staff # 21

Not Met

Date of Hire: 10/23/2023

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.24(1)-Evidence of Orientation Missing

Staff # 23

Not Met

Date of Hire: 10/01/1998

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 24

Not Met

Date of Hire: 06/20/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 25

Not Met

Date of Hire: 10/28/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate

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

Criminal record checks were observed to be complete.

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

Criminal records checks were observed to be complete.

Comment

Complete first aid kits observed in center on this date.

Comment

Evidence observed of 50% of center Staff certified in First Aid and CPR.

Comment

Please replace/add missing/expired item(s) in first aid kit(s).

591-1-1-.24 Personnel Records**Not Met****Finding**

591-1-1-.24(1) requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation; It was determined based on review of staff records that 11 of the 30 records reviewed lacked evidence of having obtained required orientation.

POI (Plan of Improvement)

The Center will secure required information for all Personnel. The Center will ensure that complete information is in the personnel file for all Directors, Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance and other Support Staff.

Correction Deadline: 7/19/2025

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

Discussed staff training. Please obtain required documentation.

Finding

591-1-1-.33(3)(a)-(k) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: a) prevention and control of infectious diseases (including immunizations); b) prevention of sudden infant death syndrome and use of safe sleeping practices; c) administration of medication, consistent with standards for parental consent; d) prevention of and response to emergencies due to food and allergic reactions; e) building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; f) prevention of shaken baby syndrome, abusive head trauma and child maltreatment; g) emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); h) handling and storage of hazardous materials and the appropriate disposal of bio contaminants; i) precautions in transporting children; j) recognition and reporting of child abuse and neglect; and k) child development to include all major domains: cognitive; social and emotional; physical development and motor skills; communication, language, and literacy; and approaches to play and learning. It was determined based on review of staff records that five of the records reviewed lacked evidence of having received the health and safety certificate completed after their 90 days of employment.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

Correction Deadline: 8/13/2025**Finding**

591-1-1-.33(5)(a) 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 offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on review of staff records that eight of the staff records reviewed lacked the required 10 clock hours of annual training.

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: 8/13/2025

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

Not Met

Finding

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on review of staff records one staff person lacked evidence of education.

Correction Deadline: 7/14/2025

Staffing and Supervision

Records Reviewed: 25

Records with Missing/Incomplete Components: 15

Staff # 1

Not Met

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training,.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 2

Not Met

Date of Hire: 04/17/2023

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training

Staff # 3

Not Met

Date of Hire: 11/14/2023

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training

Staff # 4

Not Met

Date of Hire: 11/27/2023

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 8

Not Met

Date of Hire: 03/22/2024

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 9

Not Met

Date of Hire: 05/18/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 13

Not Met

Date of Hire: 10/14/2024

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate

Staff # 14	Not Met
Date of Hire: 05/02/2025	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
<u>"Missing/Incomplete Components"</u>	
.24(1)-Evidence of Orientation Missing	
Staff # 15	Not Met
<u>"Missing/Incomplete Components"</u>	
.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate	
Staff # 18	Not Met
Date of Hire: 01/23/2024	
<u>"Missing/Incomplete Components"</u>	
.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training	
Staff # 19	Not Met
Date of Hire: 01/09/2025	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate,.24(1)-Evidence of Orientation Missing	
Staff # 21	Not Met
Date of Hire: 10/23/2023	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate,.24(1)-Evidence of Orientation Missing	
Staff # 23	Not Met
Date of Hire: 10/01/1998	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 24	Not Met
Date of Hire: 06/20/2016	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 25	Not Met
Date of Hire: 10/28/2024	
<u>"Missing/Incomplete Components"</u>	
.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate	

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.