



**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:** 12/5/2022 **VisitType:** Licensing Study

**Arrival:** 12:40 PM **Departure:** 4:20 PM

**CCLC-2061**

**R L Mack Head Start**

64 Tifton Eldorado Rd Tifton, GA 31794 Tift County  
 (229) 382-5110 jgaines@cpheadstart.org

**Regional Consultant**

Jackqueline Frederick

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jackqueline.frederick@decal.ga.gov

**Mailing Address**  
 Same

**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.
12/05/2022	Licensing Study	Good Standing	
03/22/2022	Complaint Closure	Good Standing	
03/22/2022	Complaint Investigation & Monitoring Visit	Good Standing	
			<b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - 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
1	A	Four Year Olds	2	12	C	25	C	NA	NA	Nap
1	B	Three Year Olds and Four Year Olds	2	11	C	22	C	NA	NA	Nap
1	C	Three Year Olds and Four Year Olds	2	7	C	19	C	NA	NA	Nap
1	D		0	0	C	19	C	NA	NA	
1	E	Three Year Olds and Four Year Olds	2	13	C	19	C	NA	NA	Nap
1	F		0	0	C	22	C	NA	NA	
1	G	Three Year Olds and Four Year Olds	2	13	C	23	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 149			Total Capacity @25 sq. ft.: 0							
2	G		0	0	C	23	C	NA	NA	Nap, Not In Use
2	H		0	0	C	23	C	NA	NA	Not In Use
2	I		0	0	C	23	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 69			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 56			Total Capacity @35 sq. ft.: 218			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
2	Playground	156	C

### Comments

The purpose of today's visit is to conduct a licensing study.

Plan of Improvement: No Plan Developed 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/RuleAndRegulations.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](mailto: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](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.

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)

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Jetara Gaines, Program Official

Date

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Jackqueline Frederick, Consultant

Date



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### Findings Report

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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(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 that classrooms B, D and G did not have current lesson plans as required.

##### 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: 12/5/2022**

#### 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)

**Met**

##### Comment

Center does not provide swimming activities.

### Facility

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

**Met**

##### Comment

Licensed capacity observed to be routinely met by center.

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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 that cabinets in classrooms C and G were not secure and contained chemicals that were accessible to the children. Additionally, cleaning tools were observed in the bathroom of classrooms C and D, which included a toilet brush, broom and/or dust pan.

**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: 12/5/2022**

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

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined that the gate on the right side of the playground had a gap posing an entrapment hazard.

**POI (Plan of Improvement)**

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

**Correction Deadline: 12/5/2022**

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**Food Service**

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**591-1-1-.15 Food Service & Nutrition****Not Met****Finding**

591-1-1-.15(1) requires 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. It was determined that the center is serving plant based milk and not the required %1 milk per USDA guidelines.

**POI (Plan of Improvement)**

Center Staff will prepare menus and/or serve foods that meet the USDA guidelines and will offer and serve seconds to children.

**Correction Deadline: 12/5/2022**

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**Health and Hygiene**

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

No children enrolled who require diapering. School age children attend only for after school hours.

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

Proper hand washing of children and staff was discussed with the director on this date.

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

Documentation for medication dispensing observed complete.

## Policies and Procedures

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

Met

Correction Deadline: 10/19/2021

Corrected on 12/5/2022

.21(3) - Citation observed corrected on this date.

## Safety

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

Met

Correction Deadline: 3/22/2022

Corrected on 12/5/2022

.11(2) - Citation observed corrected on this date.

### 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

Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director.

## Sleeping & Resting Equipment

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

Met

#### Comment

Pleasant naptime environment observed.

## Staff Records

Records Reviewed: 16

Records with Missing/Incomplete Components: 9

Staff # 1	Met
Staff # 2	Met
Staff # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing	
Staff # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing	
Staff # 5	Met
Staff # 6	Met

**Records Reviewed: 16****Records with Missing/Incomplete Components: 9**

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Staff # 7	Not Met
<u>"Missing/Incomplete Components"</u>	
.33(4)-Food Prep Training Missing 4 hrs.,.14(2)-CPR missing	
Staff # 8	Met
Staff # 9	Met
Staff # 10	Not Met
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing	
Staff # 11	Met
Date of Hire: 07/19/2015	
Staff # 12	Not Met
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing	
Staff # 13	Not Met
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing	
Staff # 14	Not Met
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 15	Not Met
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing	
Staff # 16	Not Met
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing	

**Staff Credentials Reviewed: 2**

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

**Correction Deadline: 10/14/2021**

**Corrected on 12/5/2022**

**.09(1)(c) - Citation observed corrected.**

**Correction Deadline: 10/14/2021**

**Corrected on 12/5/2022**

**.09(1)(l)3. - Citation observed corrected.**

**591-1-1-.14 First Aid & CPR** **Not Met**

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**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 that less than %50 percent of the staff had evidence of the required biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid as required.

**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: 1/4/2023**

**591-1-1-.33 Staff Training****Not Met****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 that two staff did not have 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: 1/4/2023**

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

Staff observed to be compliant with applicable laws and regulations.

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

Center observed to maintain appropriate staff:child ratios.

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

Adequate supervision observed on this date.