



**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: 6/21/2022 **VisitType:** Licensing Study

Arrival: 9:00 AM

Departure: 10:30 AM

CCLC-3602

Haynes Day Care Center, Inc

916 Metropolitan Parkway Atlanta, GA 30310 Fulton County
(404) 753-3161 maryhy21@aol.com

Regional Consultant

Brandi Mangino

Phone: (478) 314-9726

Fax: (478) 599-0169

brandi.mangino@dec.al.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.
06/21/2022	Licensing Study	Support	
01/18/2022	Monitoring Visit	Good Standing	
06/17/2021	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	2nd Right	One Year Olds and Three Year Olds	2	2	C	16	C	22	C	Free Play
Main	A 1st Left		0	0	C	15	C	21	C	
Main	B 1st Right		0	0	C	15	C	NA	NA	
Main	C		0	0	C	21	C	NA	NA	
Main	C 2nd Left Left		0	0	C	27	C	NA	NA	
Total Capacity @35 sq. ft.:			94			Total Capacity @25 sq. ft.: 106				
Total # Children this Date: 2			Total Capacity @35 sq. ft.: 94			Total Capacity @25 sq. ft.: 106				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Main playground	61	C

Comments

Plan of Improvement: To Be Submitted 07/13/2022

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



Please refer to the website, <http://www.dec.state.ga.us/CCS/Regulations.aspx>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee



Important Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

Contact the Quality Rated help desk at 855-800-7747 or qualityrated@dec.state.ga.us for more information. Free technical assistance is available!

O.C.G.A. Section 42.1.12(i)(2) requires Bright from the Start: Georgia Department of Early Care and Learning to notify licensed child care programs on accessing and retrieving from the Georgia Bureau of Investigation's (GBI) website a list of the names and addresses of all registered sexual offenders. Please see GBI's website located at <http://gbi.georgia.gov> to access the Georgia Sex Offender Registry.

Refutation Process:

You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), do the following:

- 1) Log into DECAL KOALA www.decalkoala.com with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.'

Bright from the Start recommends that all licensed child care providers carry liability insurance coverage sufficient to protect its clients. If you do not have this liability insurance, you are required to post a notice with ½ inch letters in a conspicuous location in the program, notify the parent or guardian of each child in care in writing, obtain their signature to acknowledge receipt and maintain this written acknowledgment on file at the program at all times while the child attends the program and for 12 months after the child's last date of attendance. (O.C.G.A. Section 20-1A-4)

Mary Haynes, Program Official

Date

Brandi Mangino, Consultant

Date



**Bright from the Start Georgia Department of Early Care and Learning
2 Martin Luther King Jr. Drive SE, 670 East Tower
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Phone: (404) 657-5562 WWW.DECAL.GA.GOV

Findings Report

Date: 6/21/2022 **VisitType:** Licensing Study

Arrival: 9:00 AM

Departure: 10:30 AM

CCLC-3602

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brandi.mangino@decal.ga.gov

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 based on observation that the center had no lesson plans.

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Correction Deadline: 6/21/2022

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

Not Met

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 on observation that a wooden shelf in the 2nd left Classroom has chipping wood on the top. It was further determined that in the 2nd Right Classroom a wooden shelf was chipping wood on the side.

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Correction Deadline: 6/21/2022

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: 0

Child # 1

Met

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 a review of records that children's records were not submitted for the administrative review process as requested.

Correction Deadline: 6/21/2022

Facility

591-1-1-.06 Bathrooms

Not Met

Finding

591-1-1-.06(4) requires a Center first licensed after March 1, 1991, and Centers that remodel or add to existing plumbing facilities, to have the bathroom area fully enclosed and ventilated to the outside of the building with either an open screened window or functioning exhaust fan and duct system and requires Centers without fully enclosed bathrooms to ensure there is adequate ventilation to control odors and adequate sanitation measures to prevent the spread of contagious diseases. It was determined that ventilation was not working in the center restrooms due to the fans not circulating when the switch was turned on.

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Correction Deadline: 7/21/2022

Finding

591-1-1-.06(7) requires Center Staff to ensure bathrooms are cleaned daily with a disinfectant. It was determined based on observation that restrooms were not cleaned daily in that urine was observed on the bottom of the toilets.

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Correction Deadline: 6/21/2022

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

Comment

Licensed capacity observed to be routinely met by center.

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 the following hazards were observed to be accessible:

- four brooms and two dust pans next to the sink in the 2nd Left Classroom
- paper cutter on the shelf in the 1st Right Classroom
- stapler on the table in the 1st Right Classroom
- broom and dust pan by the sink in the 2nd Right Classroom

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Correction Deadline: 6/21/2022

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 on observation that the following items were in need of being cleaned or repaired:

- back porch had purple wood on the ceiling chipping
- red paint was observed to be coming off the wall in the 1st Right Classroom over the cubbies
- a hole was observed in wall of the 1st Right Classroom over the cubbies
- live and dead roaches were observed on the classroom floors, kitchen floor, kitchen counter and refrigerators throughout
- tile in the center hallway was cracked in several areas
- walls and baseboards through out need to be wiped down due to cobwebs on walls and dirt and debris build up around the baseboards
- rubber around the bottom of the floors in the hall way, and 2nd Left was missing with exposed rust
- 2nd Right Classroom had a hole in the entrance door
- 2nd Right Classroom had white tiles coming off the bottom of the wall near the 2nd entrance door
- the 2nd entrance door to the 2nd Right Classroom was chipping wood
- tiles were observed to be coming off the bottom of the wall in the hallway restroom

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Correction Deadline: 7/12/2022

591-1-1-.25 Physical Plant-Structural/Mechanical

Technical Assistance

Technical Assistance

Please ensure the required temperatures is met within the center as windows were opened to allow air in making the center get hot due to outside temperatures.

Correction Deadline: 6/21/2022

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

Not Met

Technical Assistance

Consultant discussed that the gates need to be closed when children are outside. In addition, the center bus needs to be parks in the parking lot an not the concrete within the playground.

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Correction Deadline: 6/21/2022

Technical Assistance

One of six swing chains was observed to be rusted and in need of repair.

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Correction Deadline: 6/21/2022

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Correction Deadline: 1/18/2022

Corrected on 6/21/2022
.26(4) - Corrected.

Finding

591-1-1-.26(8) requires 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 resilient. It was determined based on observation that there was inadequate mulch underneath the swings and sliding equipment. Approximately one inch of mulch was measured in the fall zones and grass was observed to be growing throughout the resilient surfacing.

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Correction Deadline: 6/28/2022

Recited on 6/21/2022

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 toys on the playground were unclean in that green moss was observed to be on them. It was further determined that limbs and gumballs were on the ground throughout and vines were observed to be growing through the fencing. In addition, food boxes, cups, plastic wrap, and a cracked trash can lid were observed within the playground area.

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Correction Deadline: 6/21/2022

Food Service

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 a review of records that a menu was not submitted for the administrative review process as requested.

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Correction Deadline: 6/21/2022

Finding

591-1-1-.18(7) requires each Center to have a designated space for storage of food and kitchen items and that the area be kept clean and free of accumulation of dust, dirt, food particles and grease deposits. It was determined based on observation that the kitchen area was not kept clean in that grease splatter was observed on walls and dust was observed on baseboards.

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Correction Deadline: 6/21/2022

Health and Hygiene

Comment

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

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 an enrolled child was not required to wash hands after diapering.

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Correction Deadline: 6/21/2022

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 a review of records that a staff member did not wash hands after diapering.

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Correction Deadline: 6/21/2022

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

Not Evaluated

Comment

The Provider currently does not dispense/administer medication.

	Organization
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591-1-1-.16 Governing Body & License

Not Met

Finding

591-1-1-.16(h) requires each Center issued or applying for a License or Permit in the state of Georgia to provide the Department email contact information ("Contact Information") so that this agency may contact the Center and send information to the Center via email. It shall be the Center's responsibility to maintain correct contact information, to update the Department if contact information changes, and to respond timely to information requests from the Department transmitted to the provided email address. Delivery of any such information, including but not limited to directives, bulletins, data requests, notices of proposed amendments to rules and regulations, and any other matters affecting Centers, to said email address shall be considered valid so long as the Department does not receive a failure to deliver message. It was determined that an email was sent to the center on June 2, 2022 and June 11, 2022 for a virtual visit to be completed due to consultant not being able to reach the center via phone. The center never responded to the email.

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Correction Deadline: 6/21/2022

	Policies and Procedures
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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 review of records that the center did not have the most current emergency preparedness plan.

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Correction Deadline: 6/26/2022

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 on a review of records that the center had no conducted a fire drill since January 2022 and no tornado or lock down drill had been conducted for the 2022 year.

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Correction Deadline: 6/26/2022

591-1-1-.29 Required Reporting

Finding

591-1-1-.29(3) requires the Director or designated person-in-charge to report or cause to be reported to the Department within twenty-four (24) hours or the next work day: any death of a child while in the care of the Center; any serious illness or injury requiring hospitalization or professional medical attention other than first aid of a child while in the care of the Center; any situation when a child in care becomes missing, such as, but not limited to, a child who is left on a vehicle, a child who leaves the building, playground, or property, or a child who is left behind on any trip; any fire; any structural disaster; any emergency situation that requires temporarily relocating children; and any time the program's operating status changes (i.e., open to closed or temporarily closed and temporarily closed to open). It was determined that on June 15, 2022 an attempted visit was made to the center where it was found to be closed and the temporary closure was not reported to the department through decal koala.

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Correction Deadline: 6/21/2022

Safety

591-1-1-.05 Animals **Not Evaluated**

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) **Not Evaluated**

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

591-1-1-.36 Transportation(CR) **Not Met**

Finding
591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined the director and staff member did not have current transportation training.

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Correction Deadline: 7/1/2022

Finding
591-1-1-.36(4)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, taillights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Center or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined based on review of files that the center did not provide evidence of the required document when it was requested for the visit.

Correction Deadline: 7/6/2022

Recited on 6/21/2022

Finding

591-1-1-.36(4)(b) requires that the interior of a transportation vehicle be clean, in safe repair and free of hazardous items, objects and/or other non-essential items which could cause injury. It was determined based on observation that a step ladder was placed between the seats and a broom on the floor.

Correction Deadline: 6/22/2022

Technical Assistance

Please ensure that car seat restraints are used according to instruction and that includes the cloth material being on the seats.

Correction Deadline: 6/22/2022

Finding

591-1-1-.36(6) requires written Parental authorization for routine transportation provided by or on behalf of the Center. Written authorization must include the routine pick-up location, routine pick-up time, routine delivery location, routine delivery times and the name of any person authorized to receive the child. It was determined based on review of files that the center did not provide evidence of the required documents when it was requested for the visit.

Correction Deadline: 7/6/2022

Recited on 6/21/2022

Finding

591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on review of files that the center did not provide evidence of the required documents when it was requested for the visit.

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Correction Deadline: 7/6/2022

Recited on 6/21/2022

Finding

591-1-1-.36(7)(c) requires the center to use passenger transportation checklists, in a format approved by the Department, to account for each child during transportation. A separate passenger checklist must be used for each vehicle. It was determined based on a review of records that the home transportation form used by the center was in a word format and not handwritten so that each child could be accounted for during transportation.

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Correction Deadline: 6/22/2022

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.

Technical Assistance

At the present time one child is using a crib. Please ensure they are properly spaced if more children are enrolled.

Correction Deadline: 7/1/2022

Staff Records

Records Reviewed: 2

Records with Missing/Incomplete Components: 2

Staff # 1

Not Met

Records Reviewed: 2

Date of Hire: 06/23/2027

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 2

Not Met

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff Credentials Reviewed: 1

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

Not Met

Finding

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that staff member #1 and staff member #2 did not submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site prior to them expiring on June 15, 2022.

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Correction Deadline: 6/21/2022

Finding

591-1-1-.09(1)(b) requires the Center to ensure that every Director has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Director has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that the center Director was present at the center with an expired comprehensive criminal record check.

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Correction Deadline: 6/21/2022

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that staff member #2 was present at the center with an expired comprehensive background check.

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Correction Deadline: 6/21/2022

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 a review of records that center staff has expired first aid and CPR training that expired in 2020.

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Correction Deadline: 7/21/2022

Finding

591-1-1-.14(1)(a) requires, in a Center that provides transportation, that either the driver or another Staff person present on the vehicle have current evidence of successful completion of a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid offered by certified or licensed health care professionals or trainers and which dealt with the provision of emergency care to infants and children. It was determined based on a review of records that the center provides home transportation and the two center staff have expired first aid and CPR training.

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Correction Deadline: 6/21/2022

Finding

591-1-1-.14(3) requires the Center to have a first aid kit in each building of the Center and in any vehicle used by the Center for transportation of children, that contains scissors, tweezers, gauze pads, adhesive tape, thermometer, band-aids, assorted sizes, antibacterial ointment, insect-sting preparation, an antiseptic cleansing solution, triangular bandages, rubber gloves, protective eye wear, a protective face mask, and a cold pack. The first aid kit, together with a first aid instruction manual which must be kept with the kit at all times, shall be stored so that it is not accessible to children but is easily accessible to Staff. It was determined based on observation that the vehicle's first aid kit was missing insect-sting preparation and triangular bandage.

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Correction Deadline: 6/28/2022

Recited on 6/21/2022

591-1-1-.33 Staff Training

Not Met

Finding

591-1-1-.33(4) requires within the first year of employment, the Director and person with primary responsibility for food preparation shall have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on a review of records that the food service and nutrition training was not submitted for the administrative review process as requested.

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Correction Deadline: 7/21/2022

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 center staff did not have 10 hours of annual training for the 2021 year.

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Correction Deadline: 7/21/2022

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

Technical Assistance

Technical Assistance

Consultant discussed that for one staff member in order to be a lead teacher the CDA needs to be renewed.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Not Met

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 the 2nd Left Classroom a one-year-old and three-year-old were present.

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Correction Deadline: 6/21/2022

591-1-1-.32 Supervision(CR)

Not Met

Finding

591-1-1-.32(7) requires that children be supervised at all times appropriate to the individual age, needs and capabilities of each child. Such supervision must include, but not be limited to, indoor and outdoor activities, mealtimes, naptime, transportation, field trips, and transitions between activities. "Supervision" means that the appropriate number of Staff members are physically present in the area where children are being cared for and are providing watchful oversight to the children, volunteers and Students-in-Training. The persons supervising in the child care area must be alert, positioned to maximize their ability to hear and see the children at all times, and able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the volunteers and Students-in-Training, and provide timely attention to the children's actions and needs. Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger. It was determined based on observation that the center had two staff members present upon arrival one staff member was in the 1st Left Classroom with no children and the other staff member was in the 2nd Left Classroom with two children. The staff member in the 2nd Left Classroom left the class to open the door.

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Correction Deadline: 6/21/2022

