



**Bright from the Start Georgia Department of Early Care and Learning**  
**2 Martin Luther King Jr. Drive SE, 670 East Tower**  
**Atlanta, GA 30334**  
 Phone: (404) 657-5562 WWW.DECAL.GA.GOV

**Cover Sheet**

**Date:** 5/23/2022    **VisitType:** Licensing Study    **Arrival:** 1:30 PM    **Departure:** 2:30 PM

**CCLC-25064**

**Higher Calling Christian Academy**

2901 Wesley Chapel Road Decatur, GA 30034 DeKalb County  
 (404) 288-2494 Hccaadmin@hcfinc.org

**Regional Consultant**

Verlyn Gant

Phone: (404) 591-6059  
 Fax: (404) 591-6060  
 verlyn.gant@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.
05/23/2022	Licensing Study	Good Standing	
10/18/2021	Monitoring Visit	Good Standing	
05/12/2021	Complaint Investigation by Phone	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
Main	201	Infants	1	3	C	10	C	NA	NA	Free Play
Main	203	One Year Olds	1	5	C	12	C	NA	NA	Transitioning
Main	204	Three Year Olds	1	8	C	20	C	NA	NA	Nap
Main	205	Two Year Olds	1	5	C	14	C	NA	NA	Free Play
Main	208	Five Year Olds and Six Year Olds and Over	1	7	C	20	C	NA	NA	Centers
Main	210	Six Year Olds and Over	1	8	C	20	C	NA	NA	Transitioning
Main	G	GA PreK	1	7	C	20	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 116						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 43			Total Capacity @35 sq. ft.: 116			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A Outside	15	C
Main	B Outside	29	C

**Comments**

On this date, the consultant followed up to previous visit and conducted an on-site Licensing Study. Consultant requested the provider submit required documents for the Administrative Review process.

An Administrative Review was conducted on June 01, 2022. Staff files, children’s files, training, and background checks were all reviewed.

The Consultant completed the exit conference via phone and a copy of the Licensing Study report was electronically emailed to the Program on June 13, 2022.

Plan of Improvement: Developed This Date 05/23/2022

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.al.ga.gov/CCS/RulesAndRegulations.aspx> , for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

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



**Important Quality Rated/CAPS Update:**

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

**Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov) 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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Linda McDonald, Program Official    Date

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Verlyn Gant, 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-.12 Equipment & Toys(CR)**

**Not Met**

**Comment**

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

**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 the following hazards were observed:

- Main 203 classroom. The wood on the classroom storage cupboard was stripping and posed a potential splinter hazard.
- Main 205 classroom. The third cupboard under the sink in the classroom was stripping and posed a potential splinter hazard. Additionally, the crib in the home area was broken and posed a potential entrapment hazard.
- Main 208 classroom. The side finishing of the cupboard had become loose and posed a potential entrapment hazard.

**POI (Plan of Improvement)**

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

**Correction Deadline: 5/23/2022**

**591-1-1-.35 Swimming Pools & Water-related Activities(CR)**

**N/A**

**Comment**

Center does not provide swimming activities.

**Children's Records**

**Records Reviewed: 5**

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

Child # 1

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing,.08(1)(a)-Work Number Missing

Child # 2 Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing,.08(1)(a)-Work Number Missing

Child # 3 Met

Child # 4 Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

Child # 5 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 the following was missing from the children's enrolment records:

- Two of five children's files were missing the parent's work address.
- One of five children's files was missing the telephone number of the child's primary source of health.
- Two of five children's files were missing the release person's address.

**POI (Plan of Improvement)**

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

**Correction Deadline: 5/23/2022**

**Facility**

**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**

**Comment**

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

**Finding**

591-1-1-.25(11) requires that floor coverings be tight, smooth, free of odors and washable or cleanable. It was determined based on observation that the floor play rug in the Main 201 infant classroom was torn and had exposed foam and the floor divider in the Main 208 classroom was broken and posed a potential tripping hazard.

**POI (Plan of Improvement)**

Floors will be maintained to be safe and sanitary.

**Correction Deadline: 6/22/2022**

**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 hazards were observed:

- Main 205 restroom. A cream-colored wall tile had fallen off the wall and was on the floor accessible to the children.
- Main 210 restroom. There was chipped plaster and rust on the lower right side of the door frame on the lower right side 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: 5/23/2022**

**Finding**

591-1-1-.25(8) requires protective caps on all unused electrical outlets within children's reach and requires that electrical outlets in use be made inaccessible to children. It was determined based on observation that in the Main 205 classroom there was a missing protective cap. Additionally, there was a broken electrical outlet along the back wall.

**POI (Plan of Improvement)**

The Center will train Staff to check outlets and replace protective caps when needed and identify and monitor how outlets in use are inaccessible to children.

**Correction Deadline: 5/23/2022**

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

**Comment**

Playground observed to be clean and in good repair.

**Health and Hygiene**

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

**Comment**

Staff state proper knowledge of diapering procedures.

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**591-1-1-.17 Hygiene(CR) Technical Assistance**

**Technical Assistance**

591-1-1-.17(6) requires garbage and organic waste to be stored in containers that are lined with plastic liners and have tight-fitting covers. Trash and garbage shall be removed from the building daily or as often as necessary to maintain the premises in a clean condition.

Please ensure lids remain in working order on trash containing organic waste in the Main 203 classroom.

**Correction Deadline: 5/23/2022**

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

N/A

**Comment**

The Provider currently does not dispense/administer medication.

**Safety**

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

N/A

**Comment**

Center does not keep animals on premises.

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

Met

**Comment**

Age-appropriate discussion and/or redirection observed.

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

N/A

**Comment**

Center does not participate in field trips at this time.

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

N/A

**Comment**

Center does not provide routine transportation.

**Sleeping & Resting Equipment**

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

Met

**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.

**Staff Records****Records Reviewed: 11****Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 02/28/2022	
Staff # 2	Met
Staff # 3	Met
Date of Hire: 08/08/2016	
Staff # 4	Met
Date of Hire: 02/15/2010	
Staff # 5	Met
Staff # 6	Met
Staff # 7	Met
Date of Hire: 01/20/2016	

**Records Reviewed: 11**

**Records with Missing/Incomplete Components: 0**

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Staff # 8	Met
Staff # 9 Date of Hire: 08/03/2016	Met
Staff # 10 Date of Hire: 08/02/2016	Met
Staff # 11 Date of Hire: 12/06/2021	Met

**Staff Credentials Reviewed: 7**

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

**Comment**  
Criminal record checks were observed to be complete.

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

**Comment**  
Evidence observed of 100% of center staff certified in First Aid and CPR.

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

**Comment**  
Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)** **Met**

**Comment**  
Center observed to maintain appropriate staff:child ratios.

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

**Comment**  
Adequate supervision observed on this date.