



**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:** 3/2/2022      **VisitType:** Licensing Study

**Arrival:** 10:40 AM      **Departure:** 12:35 PM

**CCLC-39336**

**ICare Child Development Center, LLC**

7 Anniston Avenue Atlanta, GA 30317 DeKalb County  
 (404) 790-5655 kilby2003@gmail.com

**Regional Consultant**

Verlyn Gant

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Joint with: Carrie Spangler

**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.
03/02/2022	Licensing Study	Good Standing	
01/06/2022	Complaint Investigation by Phone	Good Standing	
10/06/2021	Complaint Investigation by Phone	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	
Building 2	1st L Thriving Three's	Three Year Olds and Four Year Olds	2	16	C	17	C	NA	NA	Outside	
Building 2	1st R Terrific Two's	Two Year Olds	2	11	C	17	C	NA	NA	Outside	
Total Capacity @35 sq. ft.:			34			Total Capacity @25 sq. ft.:			0		
Main	A - 1st R	Infants	1	5	C	5	C	NA	NA	Outside, Diapering	
Main	B - 2nd R	One Year Olds	2	9	C	6	NC	NA	NA	Outside	
Main	C - 2L	Infants and One Year Olds	2	8	C	8	C	NA	NA	Nap, Feeding, Outside	
Main	D-1L	One Year Olds	1	3	C	3	C	NA	NA	Outside	
Total Capacity @35 sq. ft.:			18			Total Capacity @25 sq. ft.:			0		
Total # Children this Date:			52			Total Capacity @35 sq. ft.:			52		
						Total Capacity @25 sq. ft.:			0		

Building	Playground	Playground Occupancy	Playground Compliance
Main	Back	18	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 March 14, 2022. Staff files, children's files, training, and background checks were all reviewed.

The Consultant completed exit conference virtually and a copy of licensing study report was electronically emailed to the Program on March 23, 2022.

Plan of Improvement: Developed This Date 03/09/2022

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.decal.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@decal.ga.gov](mailto:qualityrated@decal.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.'





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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:

- C 2L Infants and one-year-old classroom. The green couch had become loose around the edges and there was foam exposed.
- B 2nd R one-year-old classroom. The wooden climbing structure in the corner on the right side of the classroom had sharp rough edges.
- 1st L Thriving Three's classroom building two. The red seat had exposed foam, and the sink in the playhouse was broken and had sharp edges.

**POI (Plan of Improvement)**

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

**Correction Deadline: 3/2/2022****Comment**

591-1-1-.12(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over.

Please ensure that chairs are not stacked while children are active and awake.

**Correction Deadline: 3/2/2022**

**Technical Assistance**

591-1-1-.12(7) requires that toys that launch projectiles, such as dart guns, pop guns, slingshots, etc., not be allowed in the Center and balloons not be accessible to preschool children.

Please ensure that balloons are not accessible to the infant children in classroom A.

**Correction Deadline: 4/1/2022**

**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: 0**

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

**591-1-1-.08 Children's Records****Technical Assistance****Comment**

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.

Please ensure that each child's file includes the name and telephone number of the child's primary source of health care as required.

**Correction Deadline: 3/2/2022**

**Technical Assistance**

591-1-1-.08(6) requires the Center to maintain records of a child's daily arrival and departure for the twelve (12) preceding months that the Parent or person(s) authorized by the Parent documents, in written or electronic format, each time the Parent or authorized person drops off and picks up the child. The documentation shall include at least the date, the child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person at the time of arrival and departure. These records shall be made available to the Department in printed or written form upon request.

Please ensure that the Parent or person(s) authorized by the Parent signs or initials at the time of arrival and departure.

**Correction Deadline: 3/2/2022**

**591-1-1-.19 License Capacity(CR)****Not Met****Finding**

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on observation that the B 2nd R one-year-old classroom was over capacity. The license capacity for this classroom was six. There were nine children in this classroom on this date.

**POI (Plan of Improvement)**

The Center will limit the number of children in this space to the licensed capacity.

**Correction Deadline: 3/2/2022****591-1-1-.25 Physical Plant - Safe Environment(CR)****Not Met****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 following hazards were observed:

- C 2L Infants and one-year-old classroom. There were gaps in the floor tiles which were a potential tripping hazard.
- D 1L one-year-old classroom. The white baseboard in the middle of the classroom was missing and was a potential tripping hazard.

**POI (Plan of Improvement)**

Floors will be maintained to be safe and sanitary.

**Correction Deadline: 4/1/2022****Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that the following hazards were observed:

- A 1st R Infant classroom plastic bags and a teacher's purse were stored at low level accessible to children.
- B 2nd R one-year-old classroom plastic bags and an aerosol can of lysol.
- 1st R Terrific Two's classroom a plastic bag on the floor and a cleaning bottle stored in an unlocked cupboard. Cleaning tools (i.e., broom, plunger, toilet brush) were also store accessible to children in this classroom.

Thriving Three's classroom plastic bags were stored at low level accessible to children.

**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: 3/2/2022**

**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:

- D 1L one-year-olds classroom there was a circular hole in the wall behind the door.
- 1st R Terrific Two's classroom there was chipped paint on the baseboard and chipped paint on the windowsill. There were splinters on the bottom left side of the wooden door and there was a circular hole in the wall under the bulletin board.
- 1st L Thriving Three's classroom there was chipping paint on the walls in the restroom and the screws on the bottom of the toilet bowl needed to be made safe.

**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: 3/4/2022**

**Recited on 3/2/2022**

**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 there were multiple missing protective caps in:

- D 1L one-year-old classroom.
- 1st R Terrific Two's classroom.
- 1st L Thriving Three's classroom, the socket on the left side of the wall as you enter the Thriving Three's classroom was also broken.

**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: 3/2/2022**

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

591-1-1-.26(2) requires the center to provide at least one hundred square feet of outside play space for each child using the space at one time. It was determined, based on consultant observation, upon arrival to the center that two playground areas were in use that were not approved spaces. Nine children were observed on the front left playground of building 1. This playground measured approximately 265 square feet and would have a capacity of three children. It was further determined that 13 children were observed on the porch of building one, which measured approximately 265 square feet and would have a capacity of three children.

**POI (Plan of Improvement)**

The Center will limit the number of children using the space at one time.

**Correction Deadline: 3/2/2022**

**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 based on observation that the wooden fencing in the back playground presented a potential hazard as there were protruding nails.

**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: 3/2/2022**

**Technical Assistance**

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children.

Please ensure the broken brown rocking structure that poses a safety hazard to children is removed from the back playground area.

**Correction Deadline: 3/12/2022**

**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 the following hazards were observed:

- Back playground. A dip to the right side of the playground with exposed edges which posed a tripping hazard. Additionally, there were bags of sand, chipping cement, exposed weeds on the barrier, and the shrubs.
- Front porch in the main building. There was a broken floorboard to the right side of the porch which posed a tripping hazard, there was also frayed astro turf which posed a potential tripping hazard.

**POI (Plan of Improvement)**

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

**Correction Deadline: 3/2/2022**

<b>Food Service</b>
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**591-1-1-.15 Food Service & Nutrition****Not Met****Comment**

Please ensure that infant feeding forms are updated regularly.

**Technical Assistance**

591-1-1-.15(3) requires baby bottles and formula to be labeled with the individual child's name; supplied by the Parent daily in bottles; and refrigerated at a temperature of forty (40) degrees Fahrenheit or less. Only the current day's formula or breast milk shall be served. If formula must be provided by the Center, only commercially prepared, ready-to-feed formula shall be used. Refrigerated or frozen breast milk shall only be heated or thawed under warm running water or in a container of warm water.

Please ensure that all baby bottles are labeled with the individual child's name, and that the bottles are refrigerated at a temperature of forty (40) degrees Fahrenheit or less as required. Also ensure that the children's cups in the Incredible infants classroom are labeled with the individual child's name as required.

**Correction Deadline: 3/2/2022**



**Finding**

591-1-1-.15(4) requires that a feeding chair or similar equipment designed for feeding children shall be provided for the use of each child being fed who is capable of sitting up but who is unable to sit unassisted at a table and must be cleaned with a disinfectant after each use. Such chair or similar equipment shall have a broad base to prevent tipping, a surface that the child cannot raise, a strap or other device which prevents the child from sliding out of the chair, and a feeding surface free of cracks. It was determined based on observation that a child in C 2L infant and one-year-old classroom was placed in the feeding chair without the strap or other device which prevents the child from sliding out of the chair being fastened as required.

**POI (Plan of Improvement)**

The Center will inspect feeding equipment to ensure it meets each of the listed criteria and to verify a feeding chair or equipment is provided for each child who requires one. The Center will train staff and monitor to ensure that the feeding equipment is cleaned with a disinfectant after each use.

**Correction Deadline: 3/2/2022**

**Correction Deadline: 10/6/2021**

**Corrected on 3/2/2022**

**.15(6)(a) - Previous citation was observed to be corrected during this visit, in that children were served the scheduled meals that complied with the prescribed dietary regimen as required.**

**Finding**

591-1-1-.15(7) requires that food be served according to manufacturer's instructions and recommendations. Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking. Food shall not be accessible or served to children until it has been chopped, diced, cut or mashed and is appropriate for each child's age and individual eating, chewing and swallowing ability. It was determined based on a review of documentation that the menu contained sliced grapes and turkey hotdogs that presents a choking hazard which shall not be served to the children less than four (4) years of age.

**POI (Plan of Improvement)**

The Center will train Staff and monitor food served and accessible to children to ensure that the food does not present a choking hazard.

**Correction Deadline: 3/2/2022**

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**591-1-1-.18 Kitchen Operations**

**Met**

**Comment**

Kitchen appears clean and well organized.

**Health and Hygiene**

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

**Not Met**

**Comment**

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

**Correction Deadline: 8/23/2021**

**Corrected on 3/2/2022**

**.10(4) - Previous citation was observed to be corrected during this visit in that based on observation the diaper change mats in classroom A the infant classroom and classroom B the one year old classroom had been replaced.**

**Finding**

591-1-1-.10(9) requires Center Staff to not use the area used for diapering for food preparation and to keep the diapering area clear of formulas, food, food utensils and food preparation items. It was determined based on observation that there were children's bottles stored on the diapering station in the 1st R Terrific Two's classroom.

**POI (Plan of Improvement)**

Center staff will be trained, specified areas will be available for food preparation and placement of food-related items, and the director will monitor.

**Correction Deadline: 3/2/2022**

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

**Technical Assistance**

**Comment**

Staff were observed to remind children to wash hands.

**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 on trash containing organic waste in the A 1R infant classroom and ensure the trash can in the Terrific Two's classroom has plastic liners as required.

**Correction Deadline: 3/2/2022**

**Technical Assistance**

591-1-1-.17(9) requires the laundry area to be located outside the children's activity rooms or areas and not used as a passageway by children to travel from one area to another whenever any soiled or clean laundry is exposed. Please ensure that the bathroom in the two-year-old classroom located next to the laundry is secured so that the children cannot not access the laundry area.

**Correction Deadline: 3/2/2022**

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

**Met**

**Comment**

Documentation for medication dispensing observed. Ensure the medication prescription number is completed on the form.

**Policies and Procedures**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.27 requires each Center to post in a designated area for public viewing near the front entrance the following: the Center's current License or Permit; a copy of these rules; a copy of the current communicable disease chart; a statement allowing Parent(s) access to all child care areas upon notifying any staff member of his or her presence; names of persons responsible for the administration of the Center in the administrator's absence; the dated current week's menu for meals and snacks; emergency plans for severe weather, fire, and other emergency situations; a statement requiring visitors to check in with Staff when entering the Center; no smoking signs; and a notice provided by the Department which advises Parents of their right to review a copy of the Center's most recent licensure evaluation report upon request to the Center Director. The Center shall provide any Parent with a copy of this evaluation report upon request.

Please ensure all required notices are posted in a designated area for public viewing near the front entrance in the main building and building two as required.

**Correction Deadline: 3/2/2022**

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

**Met**

**Comment**

Discussed reporting requirements.

**Safety**

**591-1-1-.05 Animals** **N/A**

**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)** **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**

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

**Comment**

Pleasant naptime environment observed.

**Technical Assistance**

591-1-1-.30(1)(d) requires that all sleeping and resting equipment shall be arranged to avoid obstructing access to exit doors, to provide the caregivers access to each child, and to prevent children's access to cords hanging from window treatments and other hazardous objects. To reduce the transfer of airborne diseases, sleeping and resting equipment shall be arranged as follows. There shall be a minimum of twenty-four inch (24") corridor between each row of sleeping or resting equipment. There shall be a minimum of twelve inches (12") between each piece of sleeping or resting equipment in each row of equipment. Children shall be placed on cots and mats so that one child's head is toward another child's feet in the same row.

Please ensure that there is a minimum of twelve inches between each crib. Additionally ensure that the sheets on the cribs do not cause the mattress to bow as discussed.

**Correction Deadline: 3/2/2022**

**Technical Assistance**

591-1-1-.30(4). requires that if cots and mats are stored in the children's activity room or area, they shall be stored to prevent children's access to them and to allow maximum use of play space. When storage is available and used for the storage of cots and mats that allows the cots, mats and any bedding to be stored without touching any other cots, mats or bedding, the bedding may be left on the cot or mat. When such storage is not available for the cots and mats, each child's bedding shall be kept separate from other children's bedding and stored in containers marked for individual use, such as, but not limited to, bins, cubbies, or bags.

Please ensure that the cots stored in the Terrific Two's classroom restroom are stored to prevent children's access to them.

**Correction Deadline: 3/2/2022**

**Staff Records**

**Records Reviewed: 15**

**Records with Missing/Incomplete Components: 1**

Staff # 1

Met

Date of Hire: 01/10/2022

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

Staff # 2

Met

**Records Reviewed: 15****Records with Missing/Incomplete Components: 1**

Date of Hire: 06/18/2021

Staff # 3

Met

Date of Hire: 01/07/2022

Staff # 4

Met

Date of Hire: 01/25/2014

Staff # 5

Met

Date of Hire: 02/23/2022

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

Staff # 6

Met

Date of Hire: 01/10/2022

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

Staff # 7

Met

Staff # 8

Met

Staff # 9

Met

Date of Hire: 04/27/2021

Staff # 10

Not Met

Date of Hire: 10/16/2019

"Missing/Incomplete Components"

.33(3)-Health &amp; Safety Certificate

Staff # 11

Met

Date of Hire: 08/16/2021

Staff # 12

Met

Date of Hire: 11/08/2021

Staff # 13

Met

Date of Hire: 06/11/2021

Staff # 14

Met

Date of Hire: 11/06/2021

Staff # 15

Met

Date of Hire: 02/28/2022

Reminder - Health & Safety training is required within 90 calendar days of hired**Staff Credentials Reviewed: 3****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met**

**Comment**

Criminal record checks were observed to be complete.

**Correction Deadline: 1/6/2022**

**Corrected on 3/2/2022**

.09(1)(a) - Previous citation was observed to be corrected during this visit, in that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center had submitted both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required.

**Correction Deadline: 1/6/2022**

**Corrected on 3/2/2022**

.09(1)(c) - Previous citation was observed to be corrected during this visit, in that every Employee had a valid and current satisfactory Comprehensive Records Check Determination on file as required.

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

**Met**

**Comment**

Please replace/add missing item(s) in first aid kit(s), insect sting preparation and protective eye wear (goggles).

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**591-1-1-.33 Staff Training**

**Not Met**

**Technical Assistance**

591-1-1-.33(2) requires the initial Center orientation to include the following subjects: the Center's policies and procedures; the portions of these rules dealing with the care, health and safety of children; the Staff person's assigned duties and responsibilities; reporting requirements for suspected cases of child abuse, neglect or deprivation; communicable diseases and serious injuries; emergency weather plans; the program's emergency preparedness plan; childhood injury control; the administration of medicine; reducing the risk of Sudden Infant Death Syndrome (SIDS); hand washing; fire safety; water safety; and prevention of HIV/AIDS and blood borne pathogens.

Please ensure that all staff person's assigned duties and responsibilities complete the initial Center orientation in a timely manner.

**Correction Deadline: 3/3/2022**

**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 documentation that staff # 10 had not completed the health and safety training within 90 days of hire 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: 4/1/2022**

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**591-1-1-.31 Staff(CR)****Not Met****Finding**

591-1-1-.31(2)(b)3.(ii)(I)-(VIII) requires the Center develop a written plan for newly hired teacher's who do not possess the educational credential or degree listed in 591-1-1-.31(2)(b)2.(i) through (xii). It was determined based on a review of documentation that the Center did not have a lead teacher in each classroom that possessed the educational credential or degree listed as required.

**POI (Plan of Improvement)**

The Center will develop a written plan for newly hired teacher's and ensure that the teacher's follow the plan.

**Correction Deadline: 3/2/2022**

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

Proper ratios and classroom capacities were discussed with the director on this date.

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

Discussed children who are in different gated areas of the classroom.