



Bright from the Start Georgia Department of Early Care and Learning
2 Martin Luther King Jr. Drive SE, 670 East Tower
Atlanta, GA 30334

Phone: (404) 657-5562 WWW.DECAL.GA.GOV

Date: 5/3/2023 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 10:45 AM **Departure:** 4:30 PM

CCLC-3023

Open Arms Lutheran Child Development Center of Buckhead
 4000 Roswell Rd Atlanta, GA 30342 Fulton County
 (404) 256-1330 barbara.collins@openarmsbuckhead.org

Region Consultant

Earlene Huston
 Phone: (770) 359-4330
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Mailing Address
 Same

Quality Rated: ★ ★

Compliance Zone Designation		
05/03/2023	Complaint Investigation & Licensing Study	Good Standing
11/02/2022	Monitoring Visit	Good Standing
06/16/2022	Licensing Study	Good Standing

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.

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	1:1L Infant I	Infants	2	12	C	15	C	NA	NA	Diapering
Main	10:2R down PII	Two Year Olds	2	11	C	19	C	NA	NA	Story
Main	11:1R down PreK	GA PreK	2	12	C	21	C	NA	NA	Outside
Main	2:2L Toddler I	Infants and One Year Olds	2	7	C	10	C	NA	NA	Diapering
Main	3:3L T Tots	One Year Olds	2	12	C	11	NC	NA	NA	Diapering
Main	4:1R Infant II	Infants	3	10	C	12	C	NA	NA	Diapering
Main	5:2R Toddler II	Two Year Olds	2	11	C	12	C	NA	NA	Lunch
Main	6:6R down EPI		0	0	NC	16	C	NA	NA	
Main	7:5R down EPII	Three Year Olds and Four Year Olds	2	10	C	15	C	NA	NA	Lunch
Main	8:4R down EPIII	Three Year Olds	2	7	C	21	C	NA	NA	Lunch
Main	9:3R down PI		0	0	C	18	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 170					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 92			Total Capacity @35 sq. ft.: 170			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Preschool	66	C
Main	Toddler	21	C

Comments

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

Plan of Improvement: Developed This Date 05/03/2023

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

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

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

Refutation Process:

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

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

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

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



Important Quality Rated/CAPS Update:

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

Contact the Quality Rated help desk at 1 855-800-7747 or qualityrated@dec.ga.gov for more information. Free technical assistance is available!

Barbara Collins Hopkins, Program Official

Date

Earlene Huston, Consultant

Date



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(Findings Report)

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The following information is associated with a Licensing Study Visit:

Activities and Equipment

591-1-1-.03 Activities

Met

Comment

Consultant observed the lesson plans and schedule of routine activities posted throughout each classroom. Consultant observed staff encouraged independency of children.

Correction Deadline: 5/3/2023

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

Met

Comment

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

Comment

Equipment and furniture observed to be properly secured, as applicable.

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

Met

Comment

Swimming activities provided off site.

Comment

Swimming rules discussed.

Children's Records

591-1-1-.08 Children's Records

Met

Comment

Parent agreements observed obtained/completed.

Comment

Records were observed to be complete and well organized.

Facility

591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

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

Met

Comment

Licensed capacity observed to be routinely met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR)

Met

Comment

No hazards observed accessible to children on this date.

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

Met

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute. Also consultant discussed that roots were exposed that should be covered to prevent a tripping hazard.

Food Service

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

Met

Comment

Center menu meets USDA guidelines. It was determined based on observation of the following food items served for lunch that it met USDA guidelines: Pears, chicken pasta, mixed vegetables, 1% milk and wheat roll.

Comment

Please ensure that infant feeding forms are updated regularly.

591-1-1-.18 Kitchen Operations

Met

Comment

Kitchen appears clean and well organized. Please ensure the oven/stove is cleaned as required.

Health and Hygiene

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

Met

Comment

Proper diapering procedures observed.

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

Met

Comment

Proper hand washing observed throughout the center.

Comment

Staff were observed to remind children to wash hands.

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

Met

Comment

The Provider currently does not dispense/administer medication.

Policies and Procedures

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

Comment

Program observed complete emergency drills

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

Comment

Observed all required posted notices.

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

Comment

Discussed reporting requirements.

Safety

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

Comment

Center does not keep animals on premises.

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

Comment

Staff were observed to maintain a positive learning environment on this date. Staff stated positive redirection is the only form of discipline that is allowed.

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

Comment

Field trip documentation observed to be complete.

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

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Comment

Pleasant naptime environment observed.

Staff Records

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

Comment

Criminal record checks were observed to be complete.

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

Comment

Criminal records checks were observed to be complete.

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

Comment

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

Comment

Please be mindful of training expiration dates.

591-1-1-.24 Personnel Records

Technical Assistance

Technical Assistance

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

Correction Deadline: 5/8/2023

591-1-1-.33 Staff Training

Met

Comment

Documentation observed of required staff training.

Comment

Please ensure completed orientation checklists are documented and signed.

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

Met

Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

Staffing and Supervision

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

Met

Comment

Adequate supervision observed on this date.

Comment

Center observed to maintain appropriate staff:child ratios.

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

Met

Comment

Adequate supervision observed on this date.

Comment

Center observed to maintain appropriate staff:child ratios.