



**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:** 4/13/2022 **VisitType:** Licensing Study

**Arrival:** 11:25 AM

**Departure:** 12:20 PM

**CCLC-39092**

**G. R. Lighthouse Learning Center**

18360 Hwy 80 Jeffersonville, GA 31044 Twiggs County  
(478) 973-1860 sandra\_flowers@aol.com

**Regional Consultant**

Laura Johnson

Phone: (470) 891-3520

Fax: (678) 913-0577

laura.johnson@dec.al.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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|------------------------------------|------------------|---------------|--|
| 04/13/2022                         | Licensing Study  | Good Standing |  |
| 11/05/2021                         | Monitoring Visit | Good Standing |  |
| 06/14/2021                         | 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                        | A    | Infants and One Year Olds and Two Year Olds | 1     | 6                           | C    | 5                           | NC           | NA                          | NA           | Feeding, Floor Play  |    |
| Main                        | B    | Two Year Olds                               | 1     | 5                           | C    | 5                           | C            | NA                          | NA           | Lunch                |    |
| Main                        | C    | Three Year Olds and Four Year Olds          | 2     | 11                          | C    | 12                          | C            | 17                          | C            | Lunch, Transitioning |    |
| Total Capacity @35 sq. ft.: |      |   |       |                             | 22   | Total Capacity @25 sq. ft.: |              |                             |              |                      | 27 |
| Total # Children this Date: |      |   | 22    | Total Capacity @35 sq. ft.: |      |                             | 22           | Total Capacity @25 sq. ft.: |              |                      | 27 |

| Building | Playground   | Playground Occupancy | Playground Compliance |
|----------|--------------|----------------------|-----------------------|
| Main     | Playground A | 33                   | C                     |

**Comments**

Plan of Improvement: Developed This Date 04/13/2022

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/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.state.ga.us](mailto:qualityrated@dec.state.ga.us) for more information. Free technical assistance is available!**

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

#### Refutation Process:

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

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

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

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

Sandra Flowers, Program Official

Date

Laura Johnson, 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)**

**Met**

**Comment**

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

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

**Met**

**Comment**

Center does not provide swimming activities.

**Children's Records**

**Records Reviewed: 5**

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

|  |         |
|--|---------|
| Child # 1  | Met     |
| Child # 2  | Met     |
| Child # 3  | Not Met |
| <u>"Missing/Incomplete Components"</u>                                 |         |
| .08(1)-Allergies and Disabilities,.08(1)-Doctor, Clinic, Phone Numbers |         |
| Child # 4  | Not Met |
| <u>"Missing/Incomplete Components"</u>                                 |         |
| .08(1)-Doctor, Clinic, Phone Numbers,.08(1)-Allergies and Disabilities |         |
| Child # 5  | Not Met |
| <u>"Missing/Incomplete Components"</u>                                 |         |
| .08(1)-Allergies and Disabilities                                      |         |

**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 two out of five files did not include the address of the person(s) whom the child may be released to. Additionally, two out of five files did not include the phone number and name for the child's primary source of health care. Furthermore, three out of five files were missing a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program.

**POI (Plan of Improvement)**

The Director stated that the program is in the process of changing over to the ProCare System and all child files will be maintained electronically with all required information completed. 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: 4/29/2022****Recited on 4/13/2022**

|                 |
|-----------------|
| <b>Facility</b> |
|-----------------|

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**591-1-1-.06 Bathrooms****Met****Comment**

Bathrooms observed to be clean and well maintained.

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**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 one, two-year-old child, two, one-year-old children and three infants were present in the Infant Classroom which has a licensed capacity of five children at 35 square feet.

**POI (Plan of Improvement)**

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

**Correction Deadline: 4/13/2022****Recited on 4/13/2022**

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**591-1-1-.25 Physical Plant - Safe Environment(CR)****Not Met****Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observed that a plunger was accessible to the children in care beside the toilet in the bathroom. Additionally, a bottle of Odoban, a bottle of Lysol, and a bottle of toilet bowl cleaner were in an unlocked cabinet under the handwashing sink in the bathroom and accessible to the children in care on this date.

**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: 4/13/2022

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

**Comment**

Due to active construction at the center and part of playground fence being torn down, the main playground is currently not in use. Children are provided gross motor activities daily on the screened in back porch or in the classroom until the playground fencing has been reinstalled. This area was observed in good repair and no hazards were observed.

**Food Service**

**591-1-1-.15 Food Service & Nutrition** **Technical Assistance**

**Comment**

Center menu meets USDA guidelines.

**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.

The consultant spoke with the provider about ensuring that staff members are not preparing baby bottles and that all bottles are labeled with the child's name and date and supplied by the Parents prepared in bottles daily.

Correction Deadline: 4/13/2022

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

**Comment**

Kitchen appears clean and well organized.

**Health and Hygiene**

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

**Comment**

Staff state proper knowledge of diapering procedures.

**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)** **N/A**

**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

**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**

Staff were observed to maintain a positive learning environment on this date.

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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.

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**Sleeping & Resting Equipment**

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

**Comment**

Discussed SIDS and infant sleeping position.

**Technical Assistance**

591-1-1-.30(1)(b)3 - Please ensure that all cots have a sheet covering them each day, are labeled for individual use, and are washed weekly.

**Correction Deadline: 4/13/2022**

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**Staff Records**

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**Records Reviewed: 5**

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

|   |         |
|---|---------|
| Staff # 1   | Met     |
| Date of Hire: 05/05/2016  |         |
| Staff # 2   | Not Met |
| Date of Hire: 11/09/2021  |         |
| <u>"Missing/Incomplete Components"</u>                                |         |
| .09-Criminal Records Check Missing,.33(3)-Health & Safety Certificate |         |
| Staff # 3   | Met     |
| Date of Hire: 05/27/2016  |         |
| Staff # 4   | Met     |
| Date of Hire: 12/05/2021  |         |
| Staff # 5   | Met     |
| Date of Hire: 05/28/2021  |         |

**Staff Credentials Reviewed: 1**

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**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)** **Not Met**

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**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 and the Director's statements that one employee had a hire date of November 10, 2021 and no Records Check Application had been submitted to the Department or an authorized fingerprinting site as required.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will register all potential employees prior to hiring them to 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 as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will review all CRC rules regularly and register all potential employees prior to hiring them to ensure the CRC rules are maintained.

**Correction Deadline: 4/13/2022**

**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 showed that one employee had a hire date of November 10, 2021 and no valid and current satisfactory comprehensive records check determination letter was on file for the employee.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will immediately register all employees for fingerprints prior to their hire date 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. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will review and follow all CBC rules regularly to ensure the CRC rules are maintained.

**Correction Deadline: 4/13/2022**

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

Complete first aid kit observed in the center.

**Comment**

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

**Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records that one new employee did not complete certification in CPR and First Aid within their first 90 days of hire as required.

**POI (Plan of Improvement)**

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

**Correction Deadline: 5/31/2022**

**Comment**

Documentation observed of required staff training.

**Finding**

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on a review records that one new staff member did not complete ten hours of Health and Safety Training within their first 90 days of hire as required.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

**Correction Deadline: 5/31/2022**

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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**

Staff observed to provide direct supervision and be attentive to children's needs.