



**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:** 10/12/2022 **VisitType:** Monitoring Visit

**Arrival:** 11:20 AM

**Departure:** 2:15 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

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laura.johnson@dec.al.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.
10/12/2022	Monitoring Visit	Good Standing	
04/13/2022	Licensing Study	Good Standing	
11/05/2021	Monitoring Visit	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	A	Infants and One Year Olds	1	3	C	5	C	NA	NA	Diapering, Music, Transitioning, Outside
Main	B	Two Year Olds	1	3	C	5	C	NA	NA	
Main	C	Two Year Olds and Three Year Olds and Four Year Olds	2	8	C	12	C	17	C	Lunch, Outside
Total Capacity @35 sq. ft.:			22		Total Capacity @25 sq. ft.: 27					
Total # Children this Date:			14		Total Capacity @25 sq. ft.: 27					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	33	C

**Comments**

An in-person visit was completed on this date. The Director, Sandra Flowers, stated that the program does not provide routine transportation, administer medications, or provide swimming activities. The Director provided two files for employees hired since the last visit.

Plan of Improvement: No Plan Developed 01/01/0001

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 Monitoring Visit:

**Activities and Equipment**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.12(5) requires Center Staff to provide table space for each child who is able to sit at a table unassisted and an appropriately sized chair or bench for each child who is not an infant and who is able to use a chair or bench.

The consultant spoke with the Director about ensuring that each child has a appropriately sized chair when sitting at the table. The children's feet should always touch the floor and the children's arms should rest comfortably on the table.

**Correction Deadline: 11/11/2022**

**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

**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 three out of five files did not include the address of the person(s) whom the child may be released to. Additionally, one out of five files did not include the phone number for the child's primary source of health care. Furthermore, one 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: 10/31/2022**

**Recited on 10/12/2022**

**Finding**

591-1-1-.08(1)(b) requires Center Staff to maintain a file for each child that includes parental authorizations, including, but not limited to, written authorization for the Center to obtain emergency medical care for the child when the Parent is not available. It was determined based on a review of records that three out of five child files reviewed did not obtain parental authorization for the center to obtain emergency care for the child when the Parent is not available.

**POI (Plan of Improvement)**

The Center will develop and follow a system to place and maintain all types of parental authorizations in these files.

**Correction Deadline: 10/31/2022**

**Facility**

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

**Met**

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

**Corrected on 10/12/2022**

**.19(1) - This citation was corrected. All classrooms were observed to be under each classrooms licensed capacity during a visit on this date.**

**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 bottle of Odoban, a bottle of Lysol, a toilet bowl brush, 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: 10/14/2022**

**Recited on 10/12/2022**

**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 five electrical outlets were observed uncovered in the infant classroom next to infant cribs and were not covered with a safety plug as required.

**POI (Plan of Improvement)**

The Director covered the electrical outlets with safety plugs during the visit on this date. 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: 10/12/2022**

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**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.

**Health and Hygiene**

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

**Comment**

Proper diapering procedures observed.

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**591-1-1-.17 Hygiene(CR) Not Met**

**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 3 two-year-old children completed lunch and the staff member assisted the children with laying down for nap time without washing the children's hands after handling food as required.

**POI (Plan of Improvement)**

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

**Correction Deadline: 10/12/2022**

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

**Comment**

The Director stated that the program had not administered medications since the last visit.

**Safety**

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

**Comment**

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

**Comment**

Center does not provide routine transportation.

**Sleeping & Resting Equipment**

**Comment**

Pleasant naptime environment observed.

**Finding**

591-1-1-.30(1)(a)2 requires that a crib mattress is firm, tight-fitting without gaps, at least 2 inches thick and covered with a waterproof, washable material. Before a change of occupant, each mattress shall be cleaned with a disinfectant. It was determined based on observation that three out of five crib mattresses observed were no longer waterproof as required due to the mattresses having large tears with large areas of exposed foam.

**POI (Plan of Improvement)**

The center will ensure that a crib mattress is firm, tight-fitting without gaps, at least

**Correction Deadline: 11/4/2022**

**Staff Records**

**Records Reviewed: 7**

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

Staff # 1 Not Met

Date of Hire: 06/02/2022

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 2 Not Met

Date of Hire: 08/16/2022

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

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 3 Met

Date of Hire: 05/05/2016

Staff # 4 Met

Staff # 5 Met

Date of Hire: 05/27/2016

Staff # 6 Met

Date of Hire: 12/05/2021

Staff # 7 Not Met

Date of Hire: 04/29/2027

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

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate,.24(1)-Evidence of Orientation Missing

**Staff Credentials Reviewed: 3**

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

**Met**

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

**Corrected on 10/12/2022**

**.09(1)(a) - This citation was corrected on this date. All staff members present had a satisfactory comprehensive records check determination on file as required.**

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

**Corrected on 10/12/2022**

**.09(1)(c) - This citation was corrected on this date. All staff members present had a satisfactory comprehensive records check determination on file as required.**

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

**Not Met**

**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 staff members number one and number seven did not have evidence of obtaining 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: 11/9/2022**

**Recited on 10/12/2022**

**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.

The consultant spoke with the Director about ensuring that the center has evidence of the completion of initial Center orientation for all staff members on file and available to the Department upon request. The initial Center orientation should be completed prior to the staff member beginning to work at the Center.

**Correction Deadline: 10/13/2022**

**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 staff members number one and number seven did not have evidence of completing the 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: 11/2/2022**

**Recited on 10/12/2022**

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

**Technical Assistance**

**Technical Assistance**

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).

The consultant spoke with the Director about ensuring that the program has a written Professional Development Plan on file for all newly hired lead teacher's who do not possess the educational requirements listed in 591-1-1-.31(2)(b)2.(i) through (xii). A copy of the written Professional Development Plan was provided to the Director on this date.

**Correction Deadline: 10/12/2022**

**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 1 two-year-old child was housed in Classroom C with 3 four-year-old children and 4 three-year-old children. The two-year-old child was not housed in a separate classroom as required.

**POI (Plan of Improvement)**

The Center will maintain separation of these children under three years old.

**Correction Deadline: 10/12/2022**



**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 1 two-year-old child, 4 three-year-old children, and 3 four-year-old children were eating lunch and a staff member was not seating within arms reach of the two-year-old child during lunch to ensure proper supervision during mealtimes as required. The staff members in the classroom were placing sleep cots out around the classroom.

**POI (Plan of Improvement)**

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

**Correction Deadline: 10/12/2022**