



**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:** 6/17/2022 **VisitType:** Licensing Study

**Arrival:** 10:10 AM **Departure:** 12:45 PM

**CCLC-33231**

**University Childcare Center**

111 Bowstrom Road Athens, GA 30602 Clarke County  
(706) 227-5316 astough@uga.edu

**Regional Consultant**

Kelly Jones

Phone: (770) 357-7062

Fax: (770) 357-7061

kelly.jones@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.
06/17/2022	Licensing Study	Good Standing	
12/07/2021	Monitoring Visit	Good Standing	
05/19/2021	Licensing Study	Good Standing	

**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	110(infants)		0	0	C	13	C	NA	NA	
Main	111		0	0	C	18	C	NA	NA	
Main	112(infants)		0	0	C	12	C	NA	NA	
Main	113		0	0	C	18	C	NA	NA	
Main	115		0	0	C	17	C	NA	NA	
Main	117		0	0	C	22	C	NA	NA	
Main	119		0	0	C	15	C	NA	NA	
Main	120		0	0	C	17	C	NA	NA	
Main	121		0	0	C	15	C	NA	NA	
Main	122		0	0	C	14	C	NA	NA	
Main	123		0	0	C	15	C	NA	NA	
Main	124		0	0	C	16	C	NA	NA	
Main	125		0	0	C	15	C	NA	NA	

Total Capacity @35 sq. ft.: 207

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 0

Total Capacity @35 sq. ft.: 207

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A/Infant	4	C
Main	Playground B/Toddler	21	C
Main	Playground C/Toddler	44	C

Main	Playground D/Preschool	101	C
Main	Playground Field	35	C

**Comments**

The Consultant conducted the Exit Conference via telephone and emailed the licensing study report electronically to the Program.

Plan of Improvement: Developed This Date 06/17/2022

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/Regulations.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)

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Ashley Stough, Program Official

Date

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Kelly Jones, Consultant

Date



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**Findings Report**

**Date:** 6/17/2022 **VisitType:** Licensing Study

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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.

**Comment**

Discussed rotating toys to support the procedures of daily disinfecting.

**Comment**

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

**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: 0**

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

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**591-1-1-.08 Children's Records****Met****Comment**

Parent agreements observed obtained/completed.

**Comment**

Parent authorizations obtained/completed.

**Comment**

Records were observed to be complete and well organized.

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**Facility**

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

Please monitor bathrooms for necessary supplies.

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

591-1-1-.19 - Children were not present at the time of the visit. The center was having a teacher work day.

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

Center appears clean and well maintained.

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

**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: 6/17/2022**

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**Food Service**

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**591-1-1-.15 Food Service & Nutrition****Met****Comment**

Center menu meets USDA guidelines.

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

Kitchen appears clean and well organized.

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**Health and Hygiene**

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

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

**Comment**

Staff state proper knowledge of diapering procedures.

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

**Comment**

There were no children present on this date. Proper hand washing of children and staff was discussed with the director on this date.

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

**Comment**

Documentation for medication dispensing observed complete.

**Comment**

The Provider currently does not dispense/administer medication.

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**Policies and Procedures**

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

**Comment**

Program observed complete emergency drills

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

**Comment**

Observed all required posted notices.

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

**Technical Assistance**

591-1-1-.29 - Discussed reporting requirements. Teacher workday, no children present.

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**Safety**

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

**Comment**

Animals maintained clean and appropriately caged.

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

**Comment**

There were no children enrolled on this date. The center's discipline policy was reviewed on this date. Regulations regarding proper discipline were discussed with the director on this date.

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

**Comment**

Center does not participate in field trips at this time.

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

**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**

**Technical Assistance**

591-1-1-.30 - 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. Discussed with the director to monitor mats for wear and tear to ensure they remain in good repair.

**Comment**

Discussed SIDS and infant sleeping position.

<b>Staff Records</b>
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**Records Reviewed: 41**

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

Staff # 1 Date of Hire: 02/19/2022	Met
Staff # 2 Date of Hire: 11/19/2020	Met
Staff # 3 Date of Hire: 03/08/2022	Met
Staff # 4 Date of Hire: 10/22/2020	Met
Staff # 5 Date of Hire: 04/19/2021	Met
Staff # 6 Date of Hire: 08/21/2020	Met
Staff # 7 Date of Hire: 06/01/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 8 Date of Hire: 06/02/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 9 Date of Hire: 09/22/2014	Met
Staff # 10 Date of Hire: 07/01/2019	Met
Staff # 11 Date of Hire: 02/14/2017	Met
Staff # 12 Date of Hire: 12/06/2021	Met
Staff # 13 Date of Hire: 01/13/2015	Met
Staff # 14	Met

**Records Reviewed: 41****Records with Missing/Incomplete Components: 1**

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Date of Hire: 08/18/2021

Staff # 15 Met

Date of Hire: 07/17/2017

Staff # 16 Met

Date of Hire: 06/17/2019

Staff # 17 Met

Date of Hire: 02/27/2022

Staff # 18 Met

Date of Hire: 02/15/2021

Staff # 19 Met

Date of Hire: 04/26/2022

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

Staff # 20 Met

Date of Hire: 09/04/2019

Staff # 21 Met

Date of Hire: 11/20/2020

Staff # 22 Met

Date of Hire: 08/03/2020

Staff # 23 Met

Date of Hire: 05/06/2013

Staff # 24 Met

Date of Hire: 09/11/2013

Staff # 25 Met

Date of Hire: 01/25/2021

Staff # 26 Met

Date of Hire: 01/04/2021

Staff # 27 Met

Date of Hire: 02/03/2021

Staff # 28 Met

Date of Hire: 03/09/2022

Staff # 29 Not Met



**Records Reviewed: 41**

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

Date of Hire: 06/02/2022

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

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 30 Met

Date of Hire: 03/16/2021

Staff # 31 Met

Date of Hire: 03/14/2022

Staff # 32 Met

Date of Hire: 08/03/2020

Staff # 33 Met

Date of Hire: 06/24/2019

Staff # 34 Met

Date of Hire: 01/03/2012

Staff # 35 Met

Date of Hire: 03/14/2022

Staff # 36 Met

Date of Hire: 01/21/2019

Staff # 37 Met

Date of Hire: 07/12/2018

Staff # 38 Met

Date of Hire: 09/06/2021

Staff # 39 Met

Date of Hire: 03/16/2022

Staff # 40 Met

Date of Hire: 09/06/2021

Staff # 41 Met

Date of Hire: 11/10/2020

**Staff Credentials Reviewed: 14**

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

**Comment**

39 of 40 criminal record checks were observed to be complete.

**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 that staff # , hire date did not have evidence of submitting both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will 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 ensure the CRC rules are maintained.

**Correction Deadline: 6/17/2022**

**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 that staff # date of hire, did not have evidence of 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.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will 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 ensure the CRC rules are maintained.

**Correction Deadline: 6/17/2022**

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**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 observation that staff #38, hire date 6/16/2022 a did not have evidence of current CPR/first aid training on file. Staff completed online CPR/first aid training that is not accepted by the department.

**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: 7/30/2022**

**Recited on 6/17/2022**

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

**Met**

**Comment**

Documentation observed of required staff training.

**Comment**

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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**Comment**

There were no children present on this date. Proper ratios and classroom capacities were discussed with the director on this date.

**Comment**

Consultant reviewed supervision rule with the director during the visit. No children present at the time of the visit due to teacher work day.