



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: 10/17/2022 **VisitType:** Monitoring Visit

Arrival: 10:00 AM

Departure: 12:30 PM

CCLC-1187

Community Ministries Learning Center

1217 E. McIntosh Rd Griffin, GA 30223 Spalding County
 (678) 763-0065 communityministrieslearning@gmail.com

Regional Consultant

Brandi Mangino

Phone: (478) 314-9726

Fax: (478) 599-0169

brandi.mangino@decal.ga.gov

Mailing Address

1104 N. 2nd Street
 Griffin, GA 30223

Quality Rated: ★ ★

Compliance Zone Designation			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.
10/17/2022	Monitoring Visit	Good Standing	
05/12/2022	Licensing Study	Good Standing	
09/28/2021	Monitoring Visit	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	1st left		0	0	C	24	C	NA	NA	
Main	2nd Left		0	0	C	23	C	NA	NA	
Main	A	Three Year Olds and Four Year Olds	2	7	C	13	C	NA	NA	Outside
Main	B	Two Year Olds	1	5	C	0	NC	17	C	Floor Play
Main	C	Two Year Olds and Three Year Olds	1	6	C	12	C	NA	NA	Centers
Main	Pre-K A	Four Year Olds and Five Year Olds	2	11	C	28	C	39	C	Circle Time
Main	Pre-K B		0	0	C	24	C	34	C	
Total Capacity @35 sq. ft.: 124					Total Capacity @25 sq. ft.: 150					
Total # Children this Date: 29			Total Capacity @35 sq. ft.: 124			Total Capacity @25 sq. ft.: 150				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Right Side Playground	166	C

Comments

A plan of improvement was developed on this date.

Plan of Improvement: Developed This Date 10/17/2022

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 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 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)

Jerome Garland, Program Official

Date

Brandi Mangino, Consultant

Date



**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

Findings Report

Date: 10/17/2022 **VisitType:** Monitoring Visit

Arrival: 10:00 AM

Departure: 12:30 PM

CCLC-1187

Community Ministries Learning Center

1217 E. McIntosh Rd Griffin, GA 30223 Spalding County
(678) 763-0065 communityministrieslearning@gmail.com

Mailing Address

1104 N. 2nd Street
Griffin, GA 30223

Regional Consultant

Brandi Mangino

Phone: (478) 314-9726

Fax: (478) 599-0169

brandi.mangino@dec.al.gov

The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Technical Assistance

Technical Assistance

Consultant discussed the water table that is stacked on top of the another water table in Room B needs to be floor level so it does not pose a falling hazard.

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

Not Evaluated

Comment

Center does not provide swimming activities.

Facility

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)

Not Met

Technical Assistance

Consultant discussed the plug in Pre-K A needs to be placed back in the wall.

Correction Deadline: 11/16/2022

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 accessible:

Room B:
-staff purse

Building 2:

After school Room:
-three plunger in the restroom
-three cans of air fresher in the restroom
-toilet brush in the restroom

Pre-K A:
-three brooms
-floor duster

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: 10/19/2022

Recited on 10/17/2022

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

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

Technical Assistance

Consultant discussed that the back fencing needs to be secured at the bottom.

Consultant discussed that the picnic tables cannot be used as steps for the kids to use the monkey bars.

Correction Deadline: 10/17/2022

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 metal equipment was in need of being cleaned as it had moss in several areas.

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: 10/24/2022

Health and Hygiene

591-1-1-.07 Children's Health **Not Met**

Finding

591-1-1-.07(5) requires Center Staff to not permit children to wear around their necks or attach to their clothing pacifier or other hazardous items. It was determined based on observation that a two-year-old child in Room B was wearing a bib.

POI (Plan of Improvement)

The Center will instruct Staff regarding this safety requirement.

Correction Deadline: 10/17/2022

Recited on 10/17/2022

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

Staff were observed to remind children to wash hands.

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

Not Evaluated

Comment

The Provider currently does not dispense/administer medication.

Organization

591-1-1-.16 Governing Body & License

Not Met

Finding

591-1-1-.16(f) requires the Center to submit an application for an amended License at least 30 days prior to a change if there is a change in the name of the program or Center, changes in the ages of the children to be served, an increase in the regular hours of operation such that the Center would be providing evening or night-time care in addition to day-time care, changes in the services provided, or additions to or changes in the use of the building by the licensed Center. If an emergency situation arises which makes it impossible to give thirty (30) days' notice, the management of the Center shall notify the Department by telephone and shall submit an application for an amended License as soon as management becomes aware of the change that will be necessitated by the emergency situation. In no case, however, shall a new owner operate the Center without first securing a new License or Permit from the Department. It was determined based on observation that that Room B had diapering children enrolled and the classroom is not a diapering classroom. It was further determined that Room C had a diapering station within the room and the classroom is not a diapering classroom.

POI (Plan of Improvement)

An application for amendment and all necessary documentation will be submitted.

Correction Deadline: 10/24/2022

Recited on 10/17/2022

Safety

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

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

Not Met

Comment

The vehicle was checked for compliance. Proper restraints were observed and discussed with the director.

Finding

591-1-1-.36(4)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, taillights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Center or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined based on a review of records the center did not have a annual safety check signed by a mechanic the center has a motor vehicle title application and the annual safety check was signed by the director for the date the center bought the bus.

POI (Plan of Improvement)

The Center will obtain the annual vehicle inspection.

Correction Deadline: 10/22/2022

Finding

591-1-1-.36(6) requires written Parental authorization for routine transportation provided by or on behalf of the Center. Written authorization must include the routine pick-up location, routine pick-up time, routine delivery location, routine delivery times and the name of any person authorized to receive the child. It was determined based on a review of records that three of 24 enrolled kids being transportation did not have a transportation agreement.

POI (Plan of Improvement)

The Center will obtain the required written parental authorization.

Correction Deadline: 10/18/2022

Finding

591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on a review of records the following information was missing from emergency medical forms:

- one of 24 did not have an emergency contact listed
- 16 of 24 did not have the work numbers listed for the parents
- 15 of 24 did not have the medical facility the center uses or the medical facility address
- two of 24 did not have the father's information listed
- four of 24 did not have the doctor's number
- three of 24 did not have the doctor's name
- four of 24 did not have if the child had any allergies
- seven of 24 did not have if the child had any special needs
- seven of 24 did not have if the child was on any medication

POI (Plan of Improvement)

The Center will obtain a complete emergency medical information record for each child that is transported and maintain a copy on the vehicle.

Correction Deadline: 10/18/2022

Finding

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on a review of records that the week of August 1, 2022 three children were not marked as loaded, unloaded or absent during morning transportation to Jordan Hill. It was further determined that the week of August 1, 2022 one child was not marked as loaded, unloaded or absent during transportation to Moore Elementary.

POI (Plan of Improvement)

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

Correction Deadline: 10/18/2022

Sleeping & Resting Equipment

Comment

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.

Staff Records

Records Reviewed: 15

Records with Missing/Incomplete Components: 0

Staff # 1 Date of Hire: 08/01/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 2 Date of Hire: 08/15/2021	Met
Staff # 3 Date of Hire: 06/08/2021	Met
Staff # 4 Date of Hire: 05/21/2022	Met
Staff # 5 Date of Hire: 06/10/2013	Met
Staff # 6	Met
Staff # 7 Date of Hire: 06/01/2021	Met
Staff # 8 Date of Hire: 08/03/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 9 Date of Hire: 08/03/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 10 Date of Hire: 08/11/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 11 Date of Hire: 04/04/2022	Met
Staff # 12 Date of Hire: 08/03/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 13	Met

Records Reviewed: 15

Records with Missing/Incomplete Components: 0

Date of Hire: 07/14/2002

Staff # 14

Met

Date of Hire: 04/04/2022

Staff # 15

Met

Date of Hire: 08/08/2021

Staff Credentials Reviewed: 5

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

Met

Comment

Criminal record checks were observed to be complete.

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

Correction Deadline: 5/12/2022

Corrected on 10/17/2022

.32(4)(b) - Citation corrected.

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

Met

Comment

Adequate supervision observed on this date.