



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

Summary Report

Date: 8/16/2021 **VisitType:** Licensing Study **Arrival:** 7:30 AM **Departure:** 9:00 AM

CCLC-38487

Tender Years Learning Center #16

1906 Barnesville Hwy Thomaston, GA 30286 Upson County
(706) 647-0087 ihfarley@tylcorp.com

Mailing Address

3440 Oakcliff Road Suite# 112
ATLANTA, GA 30340

Regional Consultant

Brandi Mangino

Phone: (478) 314-9726

Fax: (478) 599-0169

brandi.mangino@decal.ga.gov

The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities **Met**

Comment

Lesson plans and daily scheduled observed.

Correction Deadline: 8/16/2021

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.

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) **Met**

Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

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

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

Food Service

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**

Handwashing requirements discussed.

Correction Deadline: 8/16/2021

591-1-1-.20 Medications(CR)**Not Evaluated****Comment**

The Provider currently does not dispense/administer medication.

Policies and Procedures**591-1-1-.27 Posted Notices****Technical Assistance****Technical Assistance**

Please review and ensure that all posted notices are posted for viewing.

Correction Deadline: 8/16/2021

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

Center does not keep animals on premises.

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

Age-appropriate discussion and/or redirection observed.

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

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)**Not Met****Finding**

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on a review of records that two staff members that participated in transportation did not have the required two hours of annual training. One staff member's training expired in 2019 and the other staff member took the training on August 13, 2021 after the transportation had been provided.

POI (Plan of Improvement)

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

Correction Deadline: 8/26/2021

Sleeping & Resting Equipment

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

Not Met

Comment

Discussed SIDS and infant sleeping position.

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.

Finding

591-1-1-.30(2) requires the Center to provide a safe sleep environment in accordance with American Academy of Pediatrics (AAP), Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials (ASTM) recommendations as listed in these rules for all infants. Center Staff shall place an infant to sleep on the infant's back in a crib unless the Center has been provided a physician's written statement authorizing another sleep position for that particular infant that includes how the infant shall be placed to sleep and a time frame that the instructions are to be followed. When an infant can easily turn over from back to front and back again, Staff shall continue to put the infant to sleep initially on the infant's back but allow the infant to roll over into his or her preferred position and not re-position the infant. Sleepers, sleep sacks and wearable blankets that fit according to the commercial manufacturer's guidelines and will not slide up around the infant's face may be used when necessary for the comfort of the sleeping infant. Swaddling shall not be used unless the Center has been provided a physician's written statement authorizing its use for a particular infant that includes instructions and a time frame for swaddling the infant. Center Staff shall not place objects or allow objects to be placed in or on the crib with an infant such as but not limited to toys, pillows, quilts, comforters, bumper pads, sheepskins, stuffed toys, or other soft items and shall not attach objects or allow objects to be attached to a crib with a sleeping infant, such as, but not limited to, crib gyms, toys, mirrors and mobiles. It was determined based on staff statement during a virtual visit that when infants in the class are laid down to sleep they are initially laid on their side and stomach.

POI (Plan of Improvement)

The Center will take all steps necessary to provide a safe sleep environment for infants as listed in these rules; will train Staff to follow these rules; and will monitor for compliance.

Correction Deadline: 8/16/2021

Staff Records

Records Reviewed: 10

Records with Missing/Incomplete Components: 5

Staff's Name [# 1]: Aericko, Pristine

Met

Date of Hire: 07/26/2021

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

Staff's Name [# 2]: Howell, Carin

Met

Date of Hire: 11/23/2020

Staff's Name [# 3]: King, Arshon

Not Met

"Missing/Incomplete Components"

.36(3)(a-b)-2 hrs. Transportation Training missing

Staff's Name [# 4]: Manuel, Ambrecia

Met

Date of Hire: 08/18/2021

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

Staff's Name [# 5]: Olandez, Michelle

Not Met

Date of Hire: 02/07/2018

Records Reviewed: 10**Records with Missing/Incomplete Components: 5**"Missing/Incomplete Components"

.36(3)(a-b)-2 hrs. Transportation Training missing

Staff's Name [# 6]: Raines, Ny'Teria

Met

Date of Hire: 08/17/2021

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

Staff's Name [# 7]: Snell-Anyia, Erica

Met

Staff's Name [# 8]: WILLIAMS, LATONYA

Not Met

Date of Hire: 06/22/2015

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff's Name [# 9]: Williams, Samantha

Not Met

Date of Hire: 09/29/2020

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff's Name [# 10]: Wyche, Bridget

Not Met

Date of Hire: 07/09/2015

"Missing/Incomplete Components"

.36(3)(a-b)-2 hrs. Transportation Training missing

Staff Credentials Reviewed: 4

Staff's Name : Wyche, Bridget (Teacher/LeadCare Giver)

Degree/Credentials

Description	Date Earned	Date Enrolled	Date Expired
Technical College Certificate of Credit (TCC)	6/15/2010		

Staff's Name : Howell, Carin (Teacher/LeadCare Giver)

Degree/Credentials

Description	Date Earned	Date Enrolled	Date Expired
15 Semester Hours			

Staff's Name : WILLIAMS, LATONYA (Director)

Degree/Credentials

Description	Date Earned	Date Enrolled	Date Expired
Technical College Diploma (TCD)	12/16/2014		

Staff's Name : Olandez, Michelle (Teacher/LeadCare Giver)

Degree/Credentials

Description	Date Earned	Date Enrolled	Date Expired

Bachelors Degree	8/8/2002		
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591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)**Met****Comment**

Criminal record checks were observed to be complete.

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

Please add protective eye wear to the first aid kit.

Finding

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on a review of records that two of seven staff members had first aid and CPR that meet the requirements. It was further determined that the center director did not have first aid and CPR that met the department requirement as it was taken through an online course.

POI (Plan of Improvement)

The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

Correction Deadline: 9/15/2021**Finding**

591-1-1-.14(1)(a) requires, in a Center that provides transportation, that either the driver or another Staff person present on the vehicle have current evidence of successful completion of a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid offered by certified or licensed health care professionals or trainers and which dealt with the provision of emergency care to infants and children. It was determined based on a review of records that the center bus driver the week of August 2, 2021 did not have the required first aid and CPR as it was taken through an online course.

POI (Plan of Improvement)

The Center will verify proof of CPR/1st aid training and schedule Staff so that there is always a staff person on the vehicle with this training.

Correction Deadline: 8/16/2021**591-1-1-.33 Staff Training****Not Met****Comment**

Documentation observed of required staff training.

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**

Center observed to maintain appropriate staff:child ratios.

591-1-1-.32 Supervision(CR)**Met****Comment**

Adequate supervision observed on this date.



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Cover Sheet

Date: 8/24/2021 **VisitType:** Licensing Study

Arrival: 7:30 AM

Departure: 9:25 AM

CCLC-29144

Spalding County Pre-K

390 A Wilson Rd Griffin, GA 30224 Spalding County
 (770) 228-7196 rmcnair@mtecdc.org

Regional Consultant

Brandi Mangino

Phone: (478) 314-9726

Fax: (478) 599-0169

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Mailing Address

390 A Wilson Road
 Griffin, GA 30224

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.
08/24/2021	Licensing Study	Good Standing	
02/15/2021	Monitoring Visit	Good Standing	
09/24/2020	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
Bldg 1	A-Right Wing (1st R)		0	0	C	19	C	NA	NA	
Bldg 1	B-Right Wing (2nd R)		0	0	C	20	C	NA	NA	
Bldg 1	C-Right Wing (3rd L)	Two Year Olds	2	3	C	18	C	NA	NA	Nap
Bldg 1	D-Right Wing (2nd L)	One Year Olds and Two Year Olds	2	4	C	18	C	NA	NA	Nap
Bldg 1	F-Left Wing (2nd R)	Three Year Olds	2	12	C	19	C	NA	NA	Circle Time
Bldg 1	G-Left Wing (3rd R)	Three Year Olds	2	15	C	20	C	NA	NA	Transitioning
Bldg 1	H-Left Wing (2nd L)	PreK	2	8	C	19	C	NA	NA	Lunch
Bldg 1	I-Left Wing (1st L)		0	0	C	20	C	NA	NA	
Total Capacity @35 sq. ft.: 153						Total Capacity @25 sq. ft.: 0				
Bldg 2	J-Classroom #3		0	0	C	12	C	NA	NA	
Bldg 2	K-Classroom #2	One Year Olds	2	8	C	12	C	NA	NA	Nap
Bldg 2	L-Classroom #1	Infants and One Year Olds	1	3	C	14	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 38						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 53			Total Capacity @35 sq. ft.: 191			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance

Comments

A virtual visit was conducted with the center on August 30, 2021.

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 New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@dec.state.ga.us

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), e-mail the following information to CCSRefutations@dec.state.ga.us.

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://dec.state.ga.us/ChildCareServices/RefutationInformation.aspx>

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)

Ron McNair, Program Official

Date

Brandi Mangino, Consultant

Date



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Compliance and Enforcement Determination Worksheet

Date: 8/16/2021 **VisitType:** Licensing Study **Arrival:** 7:30 AM **Departure:** 9:00 AM

CCLC-38487

Tender Years Learning Center #16

1906 Barnesville Hwy Thomaston, GA 30286 Upson County
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ATLANTA, GA 30340

Repeat Rule Violations

Repeat Rule	Severity on Current Visit	#Times of Rule Cited	Points for # of Times Cited (Points Calculation #1)	Highest Severity Level (12 mos)	Points for Highest Severity Level (Points Calculation #2)
		Total Points for Times Cited:	0	Total Points for Severity Level:	

Points for Prior Class C/D Rule Violations

Date	VisitType	CDRepeat Rule	Points For Highest Severity Level (Points Calculation #3)
		Total Points for Severity Level:	0

Points Total

#1 - Repeat Violation Points:	0
#2 - Repeat Violation - Highest Severity:	0
#3 - Prior Visit - Class C or Class D Violations:	0
Total:	0

REPEAT VIOLATION POINTS CALCULATION

(1) Repeat Violation Points assigned for any core and non-core rule(s) cited on the current visit AND cited on visit(s) during prior 12 months:	(2) For each Repeat Violation, assign points based on the highest severity level assigned for that rule during prior 12 months:
1st Violation of a Rule within 12 Months = 0	Non-Core Rule Violation = 0
2nd Violation of Same Rule within 12 Months = 1	Level A Low Core Rule Violation = 1
3rd Violation of Same Rule within 12 Months = 2	Level B Medium Core Rule Violation = 2
4th Violation of Same Rule within 12 Months = 3	Level C High Core Rule Violation = 3
For each subsequent Violation of Same Rule within 12 Months, one additional point is accrued	Level D Extreme Core Rule Violation = 4

ADDITIONAL POINTS FOR SERIOUS INCIDENT/INJURY VIOLATION

(3) Assign points for each PRIOR visit when there are any Class C (High) or Class D (Extreme) violations on the current visit AND any Class C (High) or Class D (Extreme) violations cited on visit(s) during prior 12 months regardless of whether or not there are any repeat violations during the current visit:

Each Prior Visit with Class C/Class D Rule Violation = 2

Violation Class Determination

(1) Are there any violations on the current visit? Yes

(2) Are there any repeat violations on the current visit? No

(3) Is there a High or Extreme on the current visit? No

(4) Is there a High or Extreme citation within repeat rules? No

As of this visit:

Violation Class:	A	Enforcement Box:	AI	Total Points:	0
Violation Level:	I	Compliance Zone:	GS		

How to select violation class:

- Select Class A (Low) if there is at least one rule violation on the current visit, but there are NO Repeat Rule violations, OR there are only NON-CORE Repeat Rule violations, AND there are NO Class C (High) or Class D (Extreme) violations on the current visit
- Select Class A (Low) or Class B (Medium) based on the highest severity on the current visit within any REPEAT rule violation(s) if there are NO Class C (High) or Class D (Extreme) violations on the current visit, OR within the REPEAT rule violation(s) during prior 12 months
- Select Class C (High) or Class D (Extreme) if there is a Class C (High) or Class D (Extreme) violation on the current visit, AND/OR within any REPEAT rule violation(s) during the prior 12 months

V I O L A T I O N C L A S S	VIOLATION HISTORY LEVEL				
	Incident results in or could result in:	I 0 Points	II 1-3 Points	III 4-9 Points	IV 10 + Points
D • Extreme Harm • Imminent Danger	D	I3 - C			(D)
C • High Harm	CI I1 - I2 (GS)	CII I1 - I3 (S)	CIII I2 - C (D)	CIV I3 - C (D)	
B • Medium Harm	BI N/A ** (GS)	BII P2 - P3 (GS)	BIII I1 - I2 (S)	BIV I2 - C (D)	
A • Low Harm	AI P1 - P2 (GS)	AII P1 - P3 (GS)	AIII P2-P3 (GS)	AIV I1 - I2 (S)	

****Based on Rules for assigning Violation Class, it is not possible to have zero points and be at Violation Class B**

Compliance Zones:

Good Standing (GS) - Program is demonstrating an acceptable level of performance in meeting the rules. (AI, AII, AIII, BI, BII, CI)

Support (S) - Program performance is demonstrating a need for improvement in meeting the rules. (AIV, BIII, CII)

Deficient (D) - Program is not demonstrating an acceptable level of performance in meeting the rules. (BIV, CIII, CIV, D)

ENFORCEMENT CATEGORIES, LEVELS, AND ACTIONS

<i>PREVENTION CATEGORY (P)</i>	<i>INTERMEDIATE CATEGORY (I) (Includes Prevention Actions)</i>	<i>CLOSURE CATEGORY (C)</i>
Prevention Level 1 (P1)	Intermediate Level 1 (I1)	Suspension of License (More than 1 week)
Technical Assistance	Fine	Revocation of License
Prevention Level 2 (P2)	Intermediate Level 2 (I2)	Emergency Closure (Imminent Harm)
Citation	Per Rule Fine	
Prevention Level 3 (P3)	Per Day Fine	
Formal Notice Letter	Intermediate Level 3 (I3)	
Office Conference	Fine and Restriction	
	Restricted License	
	Restricted License & Per Rule/Per Day Fine	
	Emergency Monitor & Per Rule/Per Day Fine	
	Short-term Suspension (Less than 1 week)	

LaTonya Williams, Program Official

Date

Brandi Mangino , Consultant

Date



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Findings Report

Date: 8/24/2021 VisitType: Licensing Study

Arrival: 7:30 AM

Departure: 9:25 AM

CCLC-29144

Spalding County Pre-K

390 A Wilson Rd Griffin, GA 30224 Spalding County
(770) 228-7196 rmcnair@mtecdc.org

Mailing Address
390 A Wilson Road
Griffin, GA 30224

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Met

Comment

Observed current lesson plans and daily schedule.

Correction Deadline: 8/24/2021

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)

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)

Met

Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

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

Met

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

Food Service

591-1-1-.15 Food Service & Nutrition**Not Met****Finding**

591-1-1-.15(2) requires that a signed written feeding plan for children less than one (1) year of age shall be obtained from Parent(s) and that instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the child's assigned room and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined based on a review of records that two of two infant feeding plans did not have signatures from the parents.

POI (Plan of Improvement)

The Center Director will develop and implement a plan to obtain and post the completed feeding plan as part of the enrollment process and to have parents update the plans on a regular basis that will include center staff involved with enrollment and those working in the infant classrooms.

Correction Deadline: 8/24/2021

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**

Handwashing requirements discussed.

Correction Deadline: 8/24/2021

591-1-1-.20 Medications(CR)**Technical Assistance****Technical Assistance**

Please ensure the parents fill out the required Bright from the Start medication form for any medications or emergency medication.

Policies and Procedures

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

Please ensure that all emergency drills are completed for each month.

Correction Deadline: 8/29/2021

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

Discussed required reporting requirements and deadlines for reviews.

Safety

591-1-1-.05 Animals**Not Evaluated****Comment**

Center does not keep animals on premises.

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

Age-appropriate discussion and/or redirection observed.

591-1-1-.13 Field Trips(CR)**Not Evaluated****Comment**

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)**Not Evaluated****Comment**

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position.

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: 46**Records with Missing/Incomplete Components: 22**

Staff # 1

Met

Date of Hire: 01/14/2019

Staff # 2

Met

Date of Hire: 01/22/2019

Staff # 3

Not Met

Date of Hire: 09/16/2019

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 4

Met

Date of Hire: 02/21/2019

Staff # 5

Not Met

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 6

Not Met

Date of Hire: 07/22/2019

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 7

Met

Date of Hire: 11/27/2018

Staff # 8 Date of Hire: 01/18/2019	Met
Staff # 9 Date of Hire: 01/18/2019	Met
Staff # 10	Met
Staff # 11 <u>"Missing/Incomplete Components"</u> .24(1)-Evidence of Orientation Missing	Not Met
Staff # 12 Date of Hire: 01/16/2020 <u>"Missing/Incomplete Components"</u> .24(1)-Evidence of Orientation Missing	Not Met
Staff # 13 <u>"Missing/Incomplete Components"</u> .33(4)-Food Prep Training Missing 4 hrs.	Not Met
Staff # 14 Date of Hire: 10/01/2019 <u>"Missing/Incomplete Components"</u> .24(1)-Evidence of Orientation Missing	Not Met
Staff # 15 Date of Hire: 01/17/2015	Met
Staff # 16 Date of Hire: 01/18/2019	Met
Staff # 17 Date of Hire: 08/22/2018	Met
Staff # 18	Met
Staff # 19 Date of Hire: 01/24/2019	Met
Staff # 20 Date of Hire: 01/11/2019	Met
Staff # 21 Date of Hire: 01/11/2019	Met

Staff # 22	Met
Staff # 23 Date of Hire: 04/18/1994	Met
Staff # 24 <u>"Missing/Incomplete Components"</u> .24(1)-Evidence of Orientation Missing	Not Met
Staff # 25 Date of Hire: 01/23/2015	Met
Staff # 26 <u>"Missing/Incomplete Components"</u> .24(1)-Evidence of Orientation Missing	Not Met
Staff # 27 <u>"Missing/Incomplete Components"</u> .24(1)-Evidence of Orientation Missing	Not Met
Staff # 28 Date of Hire: 10/16/2019	Met
Staff # 29 Date of Hire: 08/22/2019	Met
Staff # 30 <u>"Missing/Incomplete Components"</u> .24(1)-Education Experience Missing,.24(1)-Evidence of Orientation Missing	Not Met
Staff # 31 <u>"Missing/Incomplete Components"</u> .24(1)-Evidence of Orientation Missing	Not Met
Staff # 32 Date of Hire: 07/29/2019 <u>"Missing/Incomplete Components"</u> .24(1)-Evidence of Orientation Missing	Not Met
Staff # 33 Date of Hire: 03/16/2014 <u>"Missing/Incomplete Components"</u> .24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate	Not Met
Staff # 34	Not Met

Records Reviewed: 46**Records with Missing/Incomplete Components: 22**

Date of Hire: 08/02/2021

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 35

Not Met

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 36

Not Met

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate

Staff # 37

Met

Date of Hire: 11/18/2019

Staff # 38

Not Met

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 39

Not Met

Date of Hire: 03/12/2018

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 40

Met

Date of Hire: 01/29/2015

Staff # 41

Not Met

Date of Hire: 08/02/2021

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 42

Met

Date of Hire: 11/04/2019

Staff # 43

Not Met

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 44

Met

Date of Hire: 01/22/2019

Staff # 45

Not Met

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 46

Met

Date of Hire: 07/25/2019

Staff Credentials Reviewed: 14**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record 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.

591-1-1-.33 Staff Training**Not Met****Finding**

591-1-1-.33(1) requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task. It was determined based on a review of records that 24 of 28 staff members documentation of orientation was not submitted for the administrative review.

POI (Plan of Improvement)

The Center will develop and provide orientation for all new Staff prior to their staff's assignment to children or task.

Correction Deadline: 8/24/2021**Finding**

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. It was determined based on a review of documents that documentation of orientation for four out of 26 staff members were not signed by the staff member and only checked off and signed by the center director.

POI (Plan of Improvement)

The Center will provide orientation in all missing subjects to the employee(s) and will take steps to provide a complete orientation to new Employees in the future.

Correction Deadline: 8/25/2021**Finding**

591-1-1-.33(4) requires within the first year of employment, the Director and person with primary responsibility for food preparation shall have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on a review of documents that food service and nutrition training was not submitted for one center cook.

POI (Plan of Improvement)

The Center will schedule food preparation training, as required, and follow up to ensure the training is completed.

Correction Deadline: 9/23/2021**591-1-1-.31 Staff(CR)****Met****Comment**

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

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

Center observed to maintain appropriate staff:child ratios.

591-1-1-.32 Supervision(CR)**Met****Comment**

Adequate supervision observed on this date.