



**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:** 8/30/2022 **VisitType:** Licensing Study

**Arrival:** 3:00 PM

**Departure:** 3:50 PM

**CCLC-52388**

**Successful Beginnings Childcare Center**

4210 Raybun Street Savannah, GA 31405 Chatham County  
(912) 335-1672 email@sbchildcare.net

**Regional Consultant**

Chrissy Miller

Phone: (770) 408-5457

Fax: (770) 408-5461

chrissy.miller@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.
08/30/2022	Licensing Study	Good Standing	
01/27/2022	Monitoring Visit	Good Standing	
08/27/2021	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	A	Infants and One Year Olds	1	3	C	3	C	NA	NA	Centers
Main	B	One Year Olds and Two Year Olds	1	6	C	8	C	NA	NA	Centers
Main	C	Three Year Olds and Four Year Olds	1	8	C	8	C	NA	NA	Transitioning, Snack
Total Capacity @35 sq. ft.: 19					Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Building Department			
Total # Children this Date: 17			Total Capacity @35 sq. ft.: 19		Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	44	C

**Comments**

This is the first regulatory visit of the fiscal year.

Per the staff, the center does not currently dispense medication, provide routine transportation, field trips, or swimming activities.

Plan of Improvement: Developed This Date 08/30/2022

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



Please refer to the website, <http://www.dec.state.ga.us/CCS/RulesAndRegulations.aspx> , for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee



### Important Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

**Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us) for more information. Free technical assistance is available!**

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

#### Refutation Process:

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

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

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

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

Erika McGee, Program Official

Date

Chrissy Miller, Consultant

Date



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**Findings Report**

**Date:** 8/30/2022 **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.

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

**N/A**

**Comment**

Center does not provide swimming activities.

**Children's Records**

**Records Reviewed: 1**

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

Child # 1

Not Met

"Missing/Incomplete Components"

.08(1)-No Record

**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 the consultant's observation that the center did not submit evidence of at least five children records for review, within five business days, as requested from the department.

**POI (Plan of Improvement)**

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: 8/30/2022**

**Finding**

591-1-1-.08(6) requires the Center to maintain records of a child's daily arrival and departure for the twelve (12) preceding months that the Parent or person(s) authorized by the Parent documents, in written or electronic format, each time the Parent or authorized person drops off and picks up the child. The documentation shall include at least the date, the child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person at the time of arrival and departure. These records shall be made available to the Department in printed or written form upon request. It was determined based on the consultant's observation that the center did not submit evidence of attendance records for the week of August 22, 2022 to August 26, 2022 for review, within five business days, as requested from the department.

**POI (Plan of Improvement)**

The Center will maintain arrival and departure records as required, will ensure the documentation includes all of the required information, and will provide the records to the Department when requested.

**Correction Deadline: 8/30/2022**

	<b>Facility</b>
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**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**

Center appears clean and well maintained.

**591-1-1-.26 Playgrounds(CR)** **Technical Assistance**

**Technical Assistance**

591-1-1-.26 - Please ensure that the wooden platform is removed or replaced on the right side of the playground to prevent the platform from being becoming a hazard to the children in care.

	<b>Food Service</b>
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**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 the consultant's observation that the center did not submit evidence of two out of two infant plans, within five business days, as requested by the department.

**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: 8/30/2022**

**Finding**

591-1-1-.15(5) requires that the Center provide a menu listing all meals and snacks to be served during the current week except for School-age Centers where the food may be provided by the Parent(s) by agreement between the School-age Center and the Parent(s). Substitutions shall be recorded on the posted menu and menus shall be retained at the Center for six (6) months. It was determined based on the consultant's observation that the center did not submit evidence of a food menu for the week of August 22, 2022 to August 26, 2022, within five business days, as requested by the department.

**POI (Plan of Improvement)**

The Center will list all of the current week's meals and snacks and all substitutions on the menu and keep past menus on file for six months and will implement a system to monitor this.

**Correction Deadline: 8/30/2022**

591-1-1-.18 Kitchen Operations

Technical Assistance

**Technical Assistance**

591-1-1-.18(8) - Discussed that containers of food should be stored above the floor on clean surfaces to ensure that the food is protected from splash and other contamination.

**Correction Deadline: 8/30/2022**

**Health and Hygiene**

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

Met

**Comment**

Proper diapering procedures observed.

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

Met

**Comment**

Proper hand washing observed throughout the center.

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

N/A

**Comment**

The Provider currently does not dispense/administer medication.

**Policies and Procedures**

**Finding**

591-1-1-.21(1)(p) requires the Center to have a written plan for handling emergencies, including but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the Center; to have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations. The plan must apply to all children in care and include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions and shall include assurance that no Center Personnel will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals. It was determined based on the consultant's observation that the center did not submit evidence of the center's written emergency plans, within five business days, as requested by the department.

**POI (Plan of Improvement)**

The Center will write or revise an emergency plan that includes all of the required items.

**Correction Deadline: 9/4/2022**

**Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on the consultant's observation that the center did not submit evidence of conducting and documenting emergency situation drills, within five business days, as requested by the department.

**POI (Plan of Improvement)**

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

**Correction Deadline: 9/4/2022**

**Finding**

591-1-1-.29(5) requires the administrator of a Center to submit the annual report when the Department requests an annual report. It was determined based on the consultant's observation that the center did not submit the center's administrative documents for review, within five business days, as requested by the department.

**POI (Plan of Improvement)**

The Center will complete and submit the report as required.

**Correction Deadline: 9/29/2022**

<b>Safety</b>
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**Comment**

Age-appropriate discussion and/or redirection observed.

**Comment**

Center does not provide routine transportation.

<b>Sleeping &amp; Resting Equipment</b>
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**Correction Deadline: 2/7/2022**

Corrected on 8/30/2022

.30(1)(a) - The consultant observed this rule to be corrected. The center had the correct amount of cribs for the number of infants at the center.

**Staff Records**

**Records Reviewed: 7**

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

Staff # 1	Met
Date of Hire: 08/21/2020	
Staff # 2	Met
Date of Hire: 08/21/2020	
Staff # 3	Met
Date of Hire: 08/21/2020	
Staff # 4	Met
Date of Hire: 08/21/2020	
Staff # 5	Met
Date of Hire: 08/21/2020	
Staff # 6	Met
Staff # 7	Not Met
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	

**Staff Credentials Reviewed: 1**

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

**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 the consultant's observation that staff member #6 did not submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site, as required.

**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: 8/30/2022**

**Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on the consultant's review of records that staff member #6 did not have 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. Staff member #6 was observed to be present with children in classroom C.

**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: 8/30/2022**

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

**Not Met**

**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 the consultant's observation that the center did not submit evidence of the center having at least fifty percent (50%) of the caregiver Staff who successfully completed CPR and first aid training , within five business days, as requested by the department.

**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: 9/29/2022**

**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 the consultant's observation that the center did not submit evidence of the staff's initial Center orientation, within five business days, as requested by the department.

**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: 8/30/2022**



**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 the consultant's observation that the center did not submit evidence of the staff's health and safety training, within five business days, as requested by the department.

**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: 9/29/2022**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.31 - Please be mindful 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**

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

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

Adequate supervision observed on this date.