



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: 4/6/2022 **VisitType:** LS POI Follow Up **Arrival:** 8:30 AM **Departure:** 9:30 AM

CCLC-1923

Stepping Stones Learning Ctr

115 N. Madison Avenue Eatonton, GA 31024 Putnam County
 (706) 485-0690 steppingstones@firstbaptisteatonton.org

Regional Consultant

Rebekah Mullinax

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rebekah.mullinax@decal.ga.gov

Mailing Address

PO Box 3400
 Eatonton, GA 31024

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.
04/06/2022	LS POI Follow Up	Good Standing	
02/10/2022	Incident Investigation by Phone	Good Standing	
11/03/2021	Monitoring Visit	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- 1 year	One Year Olds and Two Year Olds	1	7	C	11	C	NA	NA	Breakfast
Main	B-6wks-6months	One Year Olds	1	6	C	10	C	NA	NA	Breakfast
Main	C-6-12 months	Infants	2	6	C	11	C	NA	NA	Floor Play, Feeding
Main	D-6wks-12months		0	0	C	6	C	NA	NA	
Main	E-3 & 4 years	Three Year Olds and Four Year Olds	1	9	C	18	C	NA	NA	Centers
Main	F-2 & 3 years	Two Year Olds and Three Year Olds	2	10	C	15	C	NA	NA	Free Play, Breakfast
Main	G		0	0	C	7	C	NA	NA	
Main	H		0	0	C	22	C	NA	NA	

Total Capacity @35 sq. ft.: 100

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 38

Total Capacity @35 sq. ft.: 100

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A Right	20	C
Main	B Left	35	C

Comments

On April 6, 2022, the consultant followed up to previous visit and conducted an on-site Licensing Study. Consultant requested the provider submit required documents for the Administrative Review process.

An Administrative Review was conducted on April 11, 2022. Staff files, children's files, training, and background checks were all reviewed. The Consultant completed the exit conference virtually and a copy of the licensing study visit report was electronically emailed to the Program on April 13, 2022.

Plan of Improvement: No Plan Developed

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)

Denise Carmichael, Program Official

Date

Rebekah Mullinax, Consultant

Date



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Findings Report

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The following information is associated with a LS POI Follow Up:

Activities and Equipment

591-1-1-.03 Activities

Met

Correction Deadline: 2/10/2022

Corrected on 4/6/2022

.03(9) - Previous citation corrected in that the staff member was terminated effective January 18, 2022.

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: 5

Records with Missing/Incomplete Components: 0

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

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

Parent authorizations obtained/completed.

Comment

Records were observed to be complete and well organized.

Facility

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

Bathrooms observed to be clean and well maintained.

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**

No hazards observed accessible to children on this date.

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

591-1-1-.26(6) - requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. On this date the Consultant observed on the Left Playground that the top of the green plastic turtle had a small crack. Please ensure that the outdoor equipment is in good repair as required.

Correction Deadline: 4/16/2022

Food Service

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

Center menu meets USDA guidelines.

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**

Proper hand washing observed throughout the center.

Comment

Staff were observed to remind children to wash hands.

591-1-1-.20 Medications(CR)**N/A****Comment**

The Provider currently does not dispense/administer medication.

Policies and Procedures**591-1-1-.27 Posted Notices****Met****Comment**

Observed all required posted notices.

591-1-1-.29 Required Reporting**Met****Comment**

Thank you for reporting as required.

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

Center does not keep animals on premises.

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

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

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)**N/A****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: 19****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 10/26/2004

Staff # 2

Met

Date of Hire: 12/03/2021

Staff # 3	Met
Date of Hire: 10/25/1999	
Staff # 4	Met
Date of Hire: 12/05/2021	
Staff # 5	Met
Date of Hire: 06/17/2013	
Staff # 6	Met
Date of Hire: 04/20/2018	
Staff # 7	Met
Date of Hire: 01/22/2021	
Staff # 8	Met
Date of Hire: 12/22/2014	
Staff # 9	Met
Date of Hire: 07/11/2019	
Staff # 10	Met
Date of Hire: 08/09/2021	
Staff # 11	Met
Date of Hire: 01/15/2019	
Staff # 12	Met
Date of Hire: 01/20/2022	
Staff # 13	Met
Date of Hire: 09/19/2007	
Staff # 14	Met
Date of Hire: 01/10/2022	
Staff # 15	Met
Date of Hire: 02/03/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 16	Met
Date of Hire: 03/16/2020	
Staff # 17	Met
Date of Hire: 06/09/2021	

Staff # 18 Met
Date of Hire: 01/17/2022

Staff # 19 Met
Date of Hire: 08/15/2005

Staff Credentials Reviewed: 10

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

Comment

Criminal record checks were observed to be complete.

Comment

Director provided six files for employees hired since last visit.

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

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training Met

Comment

Documentation observed of required staff training.

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

Staff observed to provide direct supervision and be attentive to children's needs.