



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: 11/15/2021 **VisitType:** Monitoring Visit

Arrival: 1:00 PM

Departure: 2:00 PM

CCLC-3080

First United Methodist Church Early Childhood Academy

353 Main Street Thomson, GA 30824 McDuffie County
 (706) 595-0403 Kendyl@thomsonfumc.org

Regional Consultant

Rebekah Mullinax

Phone: (770) 357-7056

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rebekah.mullinax@decal.ga.gov

Mailing Address

323 Church Street
 Thomson, GA 30824

Quality Rated: No

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.
11/15/2021	Monitoring Visit	Good Standing	
05/20/2021	Monitoring Visit	Good Standing	
12/08/2020	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	
Main	Room A 1st R Hall 1st R Room	Two Year Olds	2	15	C	17	C	NA	NA	Nap	
Main	Room B 1st R Hall 2nd R Room	Two Year Olds	1	9	C	17	C	NA	NA	Nap	
Main	Room C 1st R Hall 3rd R Room		0	0	C	16	C	NA	NA		
Main	Room D 1st R Hall 4th R Room		0	0	C	18	C	NA	NA		
Main	Room E Back Hall Right		0	0	C	15	C	NA	NA		
Main	Room F Back Hall Left		0	0	C	15	C	NA	NA		
Main	Room G 2nd R Hall 4th L Room	One Year Olds	2	16	C	18	C	NA	NA	Nap	
Main	Room H 2nd R Hall 3rd L Room	Infants	3	11	C	17	C	NA	NA	Feeding, Floor Play, Nap	
Main	Room I 2nd R Hall 2nd L Room	Three Year Olds	1	12	C	17	C	NA	NA	Nap	
Main	Room J 2nd R Hall 1st L Room	Four Year Olds	1	8	C	17	C	NA	NA	Nap	
Total Capacity @35 sq. ft.:			147			Total Capacity @25 sq. ft.:		0			Building @35 capacity limited by Playground Limitations
Total # Children this Date:			71			Total Capacity @25 sq. ft.:		0			

Building	Playground	Playground Occupancy	Playground Compliance
Main	1 Preschool (left)	22	C
Main	2 Toddler (middle)	15	C
Main	3 Infants/Ones/Twos (Right)	12	C

Comments

A virtual inspection was conducted on November 15, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic.

A one day letter was left on November 15, 2021 and the Affidavit Verifying Completion of Background Check Video Units is due by November 22, 2021.

Consultant requested to review all Criminal Record checks for all employees hired after last visit. Director provided eight files for employees hired since last visit.

Plan of Improvement: Developed This Date 11/15/2021

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@decals.ga.gov.

- 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://decals.ga.gov/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)

Kendyl May, Program Official

Date

Rebekah Mullinax, Consultant

Date



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Findings Report

Date: 11/15/2021 **VisitType:** Monitoring Visit

Arrival: 1:00 PM

Departure: 2:00 PM

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The following information is associated with a Monitoring Visit:

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.

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

No hazards observed accessible to children on this date.

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

Met

Comment

Playground observed to be clean and in good repair.

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 of children and staff was discussed with the director on this date.

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

Comment

The Provider currently does not dispense/administer medication.

Safety

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

Comment

The center's discipline policy was reviewed on this date. Regulations regarding proper discipline were discussed with the director on this date.

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

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 20

Records with Missing/Incomplete Components: 1

Staff # 1	Met
Date of Hire: 10/04/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 2	Not Met
Date of Hire: 05/16/2011	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 3	Met
Date of Hire: 11/03/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 4	Met
Date of Hire: 08/01/2005	
Staff # 5	Met
Date of Hire: 11/15/2014	
Staff # 6	Met

Records Reviewed: 20**Records with Missing/Incomplete Components: 1**

Staff # 7	Met
Date of Hire: 11/01/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 8	Met
Staff # 9	Met
Staff # 10	Met
Staff # 11	Met
Staff # 12	Met
Date of Hire: 09/11/2017	
Staff # 13	Met
Date of Hire: 04/09/2018	
Staff # 14	Met
Date of Hire: 10/04/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 15	Met
Date of Hire: 11/08/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 16	Met
Staff # 17	Met
Date of Hire: 11/01/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 18	Met
Staff # 19	Met
Staff # 20	Met
Date of Hire: 10/04/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>

Staff Credentials Reviewed: 8

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

Comment

Director provided eight files for employees hired since last visit.

Correction Deadline: 5/20/2021

Corrected on 11/15/2021

.09(1)(a) - Previous citation corrected in that staff member #12 is no longer employed on this date.

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 #2 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 on this date.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will review staff files 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. 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 watch videos to ensure the CRC rules are maintained.

Correction Deadline: 11/15/2021

Recited on 11/15/2021

Correction Deadline: 5/20/2021

Corrected on 11/15/2021

.09(1)(j) - Previous citation corrected in that staff member #12 is no longer employed on this date.

Finding

591-1-1-.09(1)(l)3. requires the Center to immediately require a new Comprehensive Records Check Determination for a Director, Employee or Provisional Employee at least once every five years. It was determined on the Consultant's review of records that staff member #2 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 on this date.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will review all staff files to ensure that each Director, Employee and Provisional Employee has a Comprehensive Records Check Determination on file that has been issued within the past five years. 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 watch the videos to ensure CRC rules are maintained.

Correction Deadline: 11/15/2021

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.