



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: 10/6/2022 **VisitType:** Licensing Study

Arrival: 11:30 AM

Departure: 3:00 PM

CCLC-27608

Heritage Hills Early Learning Center

2987 Highway 212 SW Conyers, GA 30094 Rockdale County
 (770) 922-2027 lisadawkins2@hotmail.com

Regional Consultant

Kajora McCoy

Phone: (678) 239-9361

Fax:

kajora.mccoy@dec.al.ga.gov

Mailing Address

Same

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.
10/06/2022	Licensing Study	Good Standing	
05/11/2022	Licensing Study	Good Standing	
11/23/2021	Complaint Investigation by Phone	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	A/P 115	Infants	1	4	C	10	C	NA	NA	Transitioning
Main	B/ P113	One Year Olds	2	5	C	10	C	NA	NA	Transitioning
Main	C/ P117	One Year Olds and Two Year Olds	2	9	C	14	C	NA	NA	Nap
Main	D/ P112	Two Year Olds	2	10	C	14	C	NA	NA	Transitioning
Main	E/ P111	Three Year Olds	1	10	C	14	C	NA	NA	Lunch
Main	F/ P 109	Two Year Olds and Three Year Olds	1	8	C	14	C	NA	NA	Nap
Main	P 107		0	0	C	15	C	NA	NA	Not In Use
Main	P102	Four Year Olds and Six Year Olds and Over	1	7	C	19	C	NA	NA	Lunch
Main	P104		0	0	C	15	C	21	C	Not In Use
Main	P105		0	0	C	19	C	NA	NA	Not In Use
Main	Upstairs Kdg Rm 217		0	0	C	14	C	NA	NA	Not In Use

Total Capacity @35 sq. ft.: 158

Total Capacity @25 sq. ft.: 164

Total # Children this Date: 53

Total Capacity @35 sq. ft.: 158

Total Capacity @25 sq. ft.: 164

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant Room	58	C
Main	S/A Playground	53	C

Comments

Consultant conducted an on site licensing study.

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)

Lisa Dawkins, Program Official

Date

Kajora McCoy, Consultant

Date



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Findings Report

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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.

Comment

Discussed rotating toys to support the procedures of daily disinfecting.

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

Records were observed to be complete and well organized.

Facility

591-1-1-.06 Bathrooms

Technical Assistance

Comment

Bathrooms observed to be clean and well maintained.

Technical Assistance

591-1-1-.06(4) - Please ensure that all bathrooms have working ventilation.

Correction Deadline: 11/5/2022

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)

Technical Assistance

Technical Assistance

591-1-1-.25 - Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

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

Met

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

Comment

Playground observed to be clean and in good repair.

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

Hand washing requirements for diapering were discussed with the director on this date.

Comment

Proper diapering procedures observed.

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

Met

Comment

Please ensure lids remain on trash containing organic waste.

Comment

Staff were observed to remind children to wash hands.

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

Met

Comment

Documentation for medication dispensing observed complete.

Policies and Procedures

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

Program observed complete emergency drills

591-1-1-.27 Posted Notices	Met
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Comment

Observed all required posted notices.

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

Thank you for reporting as required.

	Safety
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591-1-1-.05 Animals	N/A
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Comment

Center does not keep animals on premises.

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

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

591-1-1-.13 Field Trips(CR)	N/A
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Comment

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)	N/A
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Comment

Center does not provide routine transportation.

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

Discussed SIDS and infant sleeping position.

Comment

Pleasant naptime environment observed.

Comment

591-1-1-.30(2)(c) - Please ensure that children who fall asleep in other equipment are immediately placed in a compliant crib.

Correction Deadline: 10/6/2022

	Staff Records
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Records Reviewed: 25

Records with Missing/Incomplete Components: 0

Staff # 1 Met

Date of Hire: 01/26/2009

Staff # 2 Met

Date of Hire: 01/08/2021

Staff # 3 Met

Staff # 4 Met

Staff # 5 Met

Staff # 6 Met

Date of Hire: 11/19/2010

Staff # 7 Met

Date of Hire: 08/30/2021

Staff # 8 Met

Date of Hire: 09/08/2008

Staff # 9 Met

Date of Hire: 01/12/2022

Staff # 10 Met

Date of Hire: 08/03/2013

Staff # 11 Met

Date of Hire: 04/25/2022

Staff # 12 Met

Date of Hire: 01/07/2011

Staff # 13 Met

Date of Hire: 10/25/2011

Staff # 14 Met

Date of Hire: 12/23/2021

Staff # 15 Met

Date of Hire: 01/27/2022

Staff # 16 Met

Date of Hire: 01/26/2009

Staff # 17 Met

Date of Hire: 08/15/2021

Staff # 18 Met

Staff # 19 Met

Records Reviewed: 25**Records with Missing/Incomplete Components: 0**

Date of Hire: 11/08/2021

Staff # 20 Met

Date of Hire: 10/18/2021

Staff # 21 Met

Staff # 22 Met

Date of Hire: 01/24/2022

Staff # 23 Met

Date of Hire: 08/20/2021

Staff # 24 Met

Date of Hire: 08/03/2015

Staff # 25 Met

Date of Hire: 08/06/2020

Staff Credentials Reviewed: 9**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met****Comment**

Criminal record checks were observed to be complete.

591-1-1-.09 Criminal Records Check(CR) Met**Comment**

Criminal records checks were observed to be complete.

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**

Discussed: Health and Safety Training is required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

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.

Comment

Discussed combining children of mixed ages.

Comment

Adequate supervision observed on this date.