



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: 2/1/2022 **VisitType:** Licensing Study **Arrival:** 10:15 AM **Departure:** 11:30 AM

CCLC-47665

TOTally Kids Childcare

2428 Wheelless Road Augusta, GA 30906 Richmond County
 (706) 798-5202 tanksley.cynthia@yahoo.com

Regional Consultant

Kaycee Purvis

Phone: (770) 357-4915

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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.
02/01/2022	Licensing Study	Good Standing	
08/11/2021	Monitoring Visit	Good Standing	
02/17/2021	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
Building 1	Front - Room A - Toddler 2	Two Year Olds	2	10	C	14	C	NA	NA	Art
Building 1	Rear - Room B - Infant - Toddler 1	Infants and One Year Olds	1	3	C	8	C	NA	NA	Floor Play, Free Play
Total Capacity @35 sq. ft.: 22			Total Capacity @25 sq. ft.: 0							
Building 2	Room C - Preschool 3 - 4	Four Year Olds	1	6	C	22	C	NA	NA	Circle Time
Total Capacity @35 sq. ft.: 22			Total Capacity @25 sq. ft.: 0							
Building 3	Room D - School Age		0	0	C	19	C	NA	NA	
Total Capacity @35 sq. ft.: 19			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 19			Total Capacity @35 sq. ft.: 63			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Building 1	Infant - Toddler	52	C
Building 2	Preschool - School-Age	34	C
Building 3	Playground 3 - SA	20	C

Comments

The Consultant completed exit conference virtually and a copy of licensing study report was electronically emailed to the Program.

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/RuleAndRegulations.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)

Cynthia Tanksley, Program Official

Date

Kaycee Purvis, Consultant

Date



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Findings Report

Date: 2/1/2022 **VisitType:** Licensing Study **Arrival:** 10:15 AM **Departure:** 11:30 AM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Technical Assistance

Technical Assistance

591-1-1-.03(2) - Please ensure that all lesson plans are posted and current.

Correction Deadline: 2/1/2022

591-1-1-.12 Equipment & Toys(CR)

Technical Assistance

Technical Assistance

591-1-1-.12(1) - The Consultant and Director discussed ensuring that staff check batteries in toys and ensure that all toys have working batteries.

Correction Deadline: 2/1/2022

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.

Finding

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based upon observation that a staff purse was accessible to children on a shelf in the back middle of Classroom A. It was also determined that a bottle of Baby Dove Sensitive Skin Hypoallergenic Wash, a tube of Carmex lip balm, and a bottle of Coppertone Pure & Simple Baby Sunscreen Lotion was observed in a child's bag accessible to children in Classroom A. It was further determined that a pack of Parents Choice Baby wipes were observed in a child's bag accessible to children in Classroom C.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 2/1/2022

Finding

591-1-1-.25(7) requires that doors to rooms not approved for child care, other than the kitchen doors, be latched or locked so children cannot wander into those areas. Except in School-age Centers, interior Center door locks shall permit Personnel to open the locked room from outside of the room in an emergency. It was determined based on observation that the door to the office and staff work room were unlocked in Classroom C.

POI (Plan of Improvement)

The Center will routinely check that doors to unapproved rooms remain latched or locked and that Staff can open the locked rooms in an emergency.

Correction Deadline: 2/1/2022

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

591-1-1-.26(4) - The Consultant and Director discussed ensuring that the top fencing is secured to prevent tipping.

Correction Deadline: 2/1/2022

Finding

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. It was determined based on observation there was a tricycle toy with a missing seat and a broken basketball goal on the Preschool-School-Age Playground.

POI (Plan of Improvement)

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

Correction Deadline: 2/11/2022

Finding

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based upon observation that the resilient surfacing at the swing set on the Preschool-School-Age Playground measured two inches when six inches was required.

POI (Plan of Improvement)

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

Correction Deadline: 2/15/2022

Finding

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that there were thorny vines and sticks on the back of the Infant-Toddler playground. It was further determined that there was trash at the back of the Preschool-School-Age Playground.

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 2/15/2022

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

Center menu meets USDA guidelines.

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**

Staff were observed to remind children to wash hands.

591-1-1-.20 Medications(CR)**Not Met****Technical Assistance**

591-1-1-.20(1) - The Consultant and Director discussed prescription medications requiring a medication form if being administered by staff.

Correction Deadline: 2/1/2022

Finding

591-1-1-.20(4) requires the Center to keep medication in a cabinet or container that is locked or otherwise not accessible to the children and to be stored separate from cleaning chemicals, supplies or poisons. Medications requiring refrigeration shall be placed in a leak-proof container in a refrigerator that is not accessible to the children. It was determined based upon observation that a tube of Mometasone Furoate 0.1% cream was in a child's bag accessible to children in Classroom A.

POI (Plan of Improvement)

The Center will train Staff on the safe and proper storage of medication and monitor to ensure that the rule is met.

Correction Deadline: 2/1/2022

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

Age-appropriate discussion and/or redirection observed.

591-1-1-.36 Transportation(CR)**Met**

Correction Deadline: 8/13/2021

Corrected on 2/1/2022

.36(7)(c)2. - Correction of previous citation in that the Consultant observed complete documentation of transportation on this date.

Sleeping & Resting Equipment

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

Met

Comment

Discussed SIDS and infant sleeping position.

Staff Records

Records Reviewed: 16

Records with Missing/Incomplete Components: 1

Staff # 1	Met
Date of Hire: 12/15/2021	
Staff # 2	Met
Date of Hire: 08/22/2012	
Staff # 3	Met
Date of Hire: 04/06/2019	
Staff # 4	Met
Date of Hire: 10/30/2015	
Staff # 5	Met
Date of Hire: 01/03/2017	
Staff # 6	Met
Date of Hire: 12/28/2021	
Staff # 7	Met
Date of Hire: 12/13/2021	
Staff # 8	Met
Date of Hire: 11/18/2015	
Staff # 9	Met
Date of Hire: 12/12/2012	
Staff # 10	Met
Date of Hire: 05/31/2017	
Staff # 11	Met
Date of Hire: 07/12/2017	
Staff # 12	Not Met
Date of Hire: 08/15/2021	

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 13 Met
Date of Hire: 03/25/2017

Staff # 14 Met
Date of Hire: 12/10/2019

Staff # 15 Met
Date of Hire: 03/14/2018

Staff # 16 Met
Date of Hire: 06/22/2017

Staff Credentials Reviewed: 5

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 upon a review of records that Staff #12 (hired August 5, 2021) did not submit both a Records Check Application to the Department and Fingerprint to an authorized fingerprinting site.

POI (Plan of Improvement)

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

Correction Deadline: 2/1/2022

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 upon a review of records that Staff #12 (hired August 5, 2021) did not have a valid and current satisfactory Comprehensive Records Check Determination letter on file during an administrative review.

POI (Plan of Improvement)

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

Correction Deadline: 2/1/2022

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

Please replace/add missing/expired item(s) in first aid kit(s).

591-1-1-.33 Staff Training	Not Met
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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 upon a review of records that the center failed to provide the Consultant with documentation of four hour food preparation training during an administrative review.

POI (Plan of Improvement)

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

Correction Deadline: 3/3/2022

Correction Deadline: 12/31/2021

Corrected on 2/1/2022

.33(5) - Correction of previous citation in that the Consultant observed documentation of annual training for staff for the 2021 calendar year.

591-1-1-.31 Staff(CR)	Met
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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
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Comment

Center observed to maintain appropriate staff:child ratios.

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

Adequate supervision observed on this date.