



**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: 7/1/2021 **VisitType:** Complaint Investigation by Phone **Arrival:** 11:00 AM **Departure:** 1:00 PM

CCLC-3023

Open Arms Lutheran Child Development Center of Buckhead

4000 Roswell Rd Atlanta, GA 30342 Fulton County
(404) 256-1330 barbara.collins@openarmsbuckhead.org

Mailing Address
Same

Regional Consultant

Emma Smith

Phone: (770) 357-5106

Fax: (770) 357-5107

emma.smith@dec.al.ga.gov

Quality Rated: ★

Compliance Zone Designation		
07/01/2021	Complaint Investigation by Phone	Good Standing
06/09/2021	Licensing Study	Good Standing
05/10/2021	Complaint Investigation by Phone	Good Standing

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.

Ratios/License Capacity

Comments

July 1, 2021 - Investigative findings were not completed on this date.
July 20, 2021 - Investigative findings were not completed on this date.

The consultant left a CBC Video Affidavit with the director on this date.

Plan of Improvement: Developed This Date 07/01/2021

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.al.ga.gov/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 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.decal.ga.gov/>
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@decal.ga.gov

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@decal.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://decal.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)

Barbara Collins Hopkins, Program Official

Date

Emma Smith, Consultant

Date



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Findings Report

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The following information is associated with a Complaint Investigation by Phone:

Staff Records

Records Reviewed: 23**Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Staff # 2	Met
Date of Hire: 02/01/2019	
Staff # 3	Met
Staff # 4	Met
Date of Hire: 08/05/2019	
Staff # 5	Met
Date of Hire: 10/12/2015	
Staff # 6	Met
Date of Hire: 08/01/2016	
Staff # 7	Met
Date of Hire: 05/25/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 8	Met
Date of Hire: 01/27/2020	
Staff # 9	Met
Date of Hire: 07/29/2019	

Records Reviewed: 23

Records with Missing/Incomplete Components: 0

Staff # 10 Date of Hire: 05/19/2000	Met
Staff # 11 Date of Hire: 04/22/2004	Met
Staff # 12 Date of Hire: 05/31/2011	Met
Staff # 13 Date of Hire: 09/09/2020	Met
Staff # 14 Date of Hire: 01/22/2013	Met
Staff # 15	Met
Staff # 16	Met
Staff # 17 Date of Hire: 11/14/1994	Met
Staff # 18 Date of Hire: 11/18/2014	Met
Staff # 19 Date of Hire: 09/24/2007	Met
Staff # 20 Date of Hire: 01/02/2020	Met
Staff # 21 Date of Hire: 10/02/2017	Met
Staff # 22 Date of Hire: 06/03/2021	Met
Staff # 23 Date of Hire: 08/10/2009	Met

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff Credentials Reviewed: 14

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

Not Met

Finding

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. Based on investigation and review of records, it was determined that one staff member, that was hired May of 2021, did not have the most recently issued criminal record check determination letter electronically ported to the center prior to the staff working on site. The consultant observed the letter to still be within portability and the letter was successfully ported July 2, 2021. The consultant left a Video Affidavit with the director on this date,

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. 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 video units to ensure CRC rules are maintained.

Correction Deadline: 7/1/2021