



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: 10/28/2022 **VisitType:** Monitoring Visit

Arrival: 9:10 AM

Departure: 1:30 PM

CCLC-14446

The Greenbrier Preschool

3025 William Few Parkway Evans, GA 30809 Columbia County
 (706) 210-4592 ktracy@thebradleyschools.com

Regional Consultant

Melyn Smith

Phone: (706) 855-3455

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melyn.smith@dec.al.ga.gov

Mailing Address

3804 Evans To Locks Road
 Martinez, GA 30907

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.
10/28/2022	Monitoring Visit	Good Standing	
02/16/2022	Licensing Study	Good Standing	
08/04/2021	Monitoring Visit	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	Infants	Infants	4	13	C	28	C	NA	NA	Feeding, Nap, Flo or Play
Main	K-4	PreK	2	18	C	31	C	NA	NA	Centers
Main	Pre-K/After School	PreK	2	22	C	30	C	NA	NA	Centers
Main	T-1A	One Year Olds	3	10	C	15	C	NA	NA	Outside
Main	T-1B	One Year Olds and Two Year Olds	2	14	C	21	C	NA	NA	Outside
Main	T-2A	Two Year Olds	3	10	C	18	C	NA	NA	Outside
Main	T-2B	Two Year Olds and Three Year Olds	3	17	C	29	C	NA	NA	Centers
Main	T-3A	Three Year Olds	2	17	C	22	C	NA	NA	Transitioning
Main	T-3B	Three Year Olds and Four Year Olds	3	18	C	22	C	NA	NA	Outside
Total Capacity @35 sq. ft.: 216					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 139					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG- Infant Playground	3	C
Main	PG- Left Playground	105	C
Main	PG- Right	27	C

Comments

The purpose of this visit was to conduct a Monitoring Visit and follow up on the previous visit.

Plan of Improvement: Developed This Date 10/28/2022

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 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)

Katie Tracy, Program Official

Date

Melyn Smith, Consultant

Date



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Findings Report

Date: 10/28/2022 **VisitType:** Monitoring Visit

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Departure: 1:30 PM

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Technical Assistance

Comment

A variety of equipment and toys were observed throughout the center.

Technical Assistance

591-1-1-.12(2) - The Consultant discussed with the Director to please ensure the black kitchen sets in Rooms T-1B and T-2A had the latches removed, as the doors were observed to have been removed from the sets on this date.

Correction Deadline: 10/28/2022

591-1-1-.35 Swimming Pools & Water-related Activities(CR)

N/A

Comment

Center does not provide swimming activities at this time.

Children's Records

Records Reviewed: 9

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met
Child # 6	Met

Records Reviewed: 9**Records with Missing/Incomplete Components: 0**

Child # 7	Met
Child # 8	Met
Child # 9	Met

591-1-1-.08 Children's Records**Met****Correction Deadline: 3/25/2022****Corrected on 10/28/2022**

.08(1) - Previous citation corrected, based on review of records, in that nine of nine children's files reviewed contained all required information on this date.

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**

Please be mindful to keep items that pose a hazard inaccessible to children.

Correction Deadline: 2/17/2022**Corrected on 10/28/2022**

.25(13) - Previous citation corrected, based on observation, in that no hazards were observed to be accessible to children on this date.

Correction Deadline: 2/25/2022**Corrected on 10/28/2022**

.25(3) - Previous citation corrected, based on observation, in that the Center and surrounding premises were observed to be clean, free of debris, and in good repair on this date.

591-1-1-.26 Playgrounds(CR)**Met****Comment**

Playground observed to be clean and in good repair.

Correction Deadline: 2/25/2022**Corrected on 10/28/2022**

.26(4) - Previous citation corrected, based on observation, in that the playgrounds were observed to be protected from traffic and other hazards by a fence measuring over four feet high that was observed to be in good repair and free of hazards on this date.

Food Service

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

Please ensure that infant feeding forms are updated regularly. The Consultant discussed the infant feeding plans with the Director on this date.

Correction Deadline: 3/25/2022

Corrected on 10/28/2022

.15(2) - Previous citation corrected, based on observation, in that a signed written feeding plan was available for each child less than one year of age on this date.

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

Finding

591-1-1-.20(1) requires Personnel to obtain specific written authorization from the child's physician or parent in order to dispense prescription or non-prescription medications, except for first aid. Such authorization will include when applicable, date; full name of the child; name of the medication; prescription number, if any; dosage; the dates to be given; the time of day to be dispensed; and signature of parent. It was determined, based on review of records, that the center was lacking specific written authorization from the child's physician or parent to administer two prescription ointments after diaper changes for two enrolled infants on this date.

POI (Plan of Improvement)

The Center will train Staff to obtain and review parental authorizations to ensure the authorization contains complete information. The designated person(s) will monitor daily.

Correction Deadline: 10/28/2022

Safety

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

Met

Comment

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

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

Not Met

Comment

A current/completed inspection was observed for all vehicles used in transporting children this date.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

Finding

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined, based on review of records, that two of 14 children were lacking a check or other mark/symbol to account for their loading and unloading the vehicle during afternoon routine transportation from Parkway Elementary to the Center on October 14, 2022.

POI (Plan of Improvement)

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

Correction Deadline: 10/28/2022

Finding

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined, based on review of records, that a second check of the vehicle was not documented at the conclusion of afternoon routine transportation from Greenbrier Elementary to the Center on October 7, 2022.

POI (Plan of Improvement)

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

Correction Deadline: 10/28/2022

Sleeping & Resting Equipment

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

Technical Assistance

Comment

Pleasant naptime environment observed.

Technical Assistance

591-1-1-.30(1)(b)1 - The Consultant discussed with the Director to please ensure mats with tears and foam exposed were replaced before children's nap/rest time on this date.

Correction Deadline: 10/28/2022

Staff Records

Records Reviewed: 46

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 05/04/2019	
Staff # 2	Met
Date of Hire: 06/21/2022	
Staff # 3	Met
Date of Hire: 04/05/2022	
Staff # 4	Met
Date of Hire: 08/12/2019	
Staff # 5	Met
Date of Hire: 01/03/2022	
Staff # 6	Met
Date of Hire: 02/17/2020	
Staff # 7	Met

Date of Hire: 02/01/2021

Staff # 8 Met

Date of Hire: 09/23/2020

Staff # 9 Met

Date of Hire: 07/27/2015

Staff # 10 Met

Date of Hire: 06/15/2017

Staff # 11 Met

Date of Hire: 09/19/2019

Staff # 12 Met

Date of Hire: 07/09/2019

Staff # 13 Met

Date of Hire: 02/09/2018

Staff # 14 Met

Date of Hire: 11/20/2000

Staff # 15 Met

Date of Hire: 12/02/2019

Staff # 16 Met

Date of Hire: 10/04/2021

Staff # 17 Met

Date of Hire: 08/26/2021

Staff # 18 Met

Date of Hire: 05/18/2021

Staff # 19 Met

Date of Hire: 05/06/2014

Staff # 20 Met

Date of Hire: 11/04/2019

Staff # 21 Met

Date of Hire: 06/12/2009

Staff # 22 Met

Records Reviewed: 46**Records with Missing/Incomplete Components: 0**

Date of Hire: 08/11/2022

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

Staff # 23

Met

Date of Hire: 09/20/2021

Staff # 24

Met

Date of Hire: 09/19/2022

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

Staff # 25

Met

Date of Hire: 12/06/2021

Staff # 26

Met

Date of Hire: 10/05/2009

Staff # 27

Met

Date of Hire: 07/16/2021

Staff # 28

Met

Date of Hire: 02/15/2022

Staff # 29

Met

Date of Hire: 05/06/2021

Staff # 30

Met

Date of Hire: 08/07/2022

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

Staff # 31

Met

Date of Hire: 09/19/2022

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

Staff # 32

Met

Date of Hire: 07/23/2007

Staff # 33

Met

Date of Hire: 06/06/2022

Staff # 34

Met

Date of Hire: 01/31/2020

Staff # 35

Met

Date of Hire: 06/07/2018

Staff # 36

Met

Date of Hire: 03/15/2022

Records Reviewed: 46**Records with Missing/Incomplete Components: 0**

Staff # 37 Date of Hire: 09/21/2005	Met
Staff # 38 Date of Hire: 06/17/2021	Met
Staff # 39 Date of Hire: 05/01/2016	Met
Staff # 40 Date of Hire: 08/16/2021	Met
Staff # 41 Date of Hire: 01/01/2000	Met
Staff # 42 Date of Hire: 09/20/2021	Met
Staff # 43 Date of Hire: 07/26/2019	Met
Staff # 44 Date of Hire: 10/25/2021	Met
Staff # 45 Date of Hire: 10/22/2012	Met
Staff # 46 Date of Hire: 07/28/2020	Met

Staff Credentials Reviewed: 18**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)** **Met****Comment**

Criminal record checks were observed to be complete.

Comment

Director provided eight files for employees hired since last visit.

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.