



**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:** 8/18/2022 **VisitType:** Licensing Study

**Arrival:** 8:35 AM

**Departure:** 10:25 AM

**CCLC-937**

**A Child's World - Columbia Rd.**

4204 Columbia Rd. Martinez, GA 30907 Columbia County  
 (706) 860-0059 bwarren@acwchildcare.com

**Mailing Address**

4416 COLUMBIA RD STE 104  
 AUGUSTA, GA 30907

**Regional Consultant**

Melyn Smith

Phone: (706) 855-3455

Fax: (706) 434-7640

melyn.smith@dec.al.ga.gov

**Quality Rated:** ★

| <b>Compliance Zone Designation</b> |                  |               | <b>Compliance Zone Designation</b> - 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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|------------------------------------|------------------|---------------|--|
| 08/18/2022                         | Licensing Study  | Good Standing |  |
| 05/12/2022                         | Monitoring Visit | Good Standing |  |
| 11/16/2021                         | 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                            | 1st Left  | Three Year Olds                   | 1                               | 13       | C                               | 22                              | C            | 31         | C            | Centers             |
| Main                            | 1st Right | Infants and One Year Olds         | 2                               | 10       | C                               | 17                              | C            | NA         | NA           | Feeding, Floor Play |
| Main                            | 2nd Left  |                                   | 0                               | 0        | C                               | 19                              | C            | 27         | C            |                     |
| Main                            | 2nd Right | One Year Olds and Two Year Olds   | 2                               | 12       | C                               | 18                              | C            | NA         | NA           | Centers             |
| Main                            | 3rd Left  | GA PreK                           | 2                               | 16       | C                               | 27                              | C            | 38         | C            | Centers             |
| Main                            | 3rd Right | Two Year Olds and Three Year Olds | 2                               | 16       | C                               | 22                              | C            | NA         | NA           | Centers             |
| Main                            | 4th Right | GA PreK                           | 2                               | 18       | C                               | 32                              | C            | NA         | NA           | Circle Time         |
| Total Capacity @35 sq. ft.: 157 |           |                                   |                                 |          | Total Capacity @25 sq. ft.: 185 |                                 |              |            |              |                     |
| Total # Children this Date: 85  |           |                                   | Total Capacity @35 sq. ft.: 157 |          |                                 | Total Capacity @25 sq. ft.: 185 |              |            |              |                     |

| Building | Playground                   | Playground Occupancy | Playground Compliance |
|----------|------------------------------|----------------------|-----------------------|
| Main     | PG- Left and Rear Playground | 90                   | C                     |
| Main     | PG- Right                    | 62                   | C                     |

**Comments**

On this date, the consultant followed up to previous visit and conducted an on-site Licensing Study. Consultant requested the provider submit required documents for the Administrative Review process. An Administrative Review was conducted on August 29, 2022. Staff files, children's files, training, and background checks were all reviewed. The Consultant completed exit conference virtually and a copy of the licensing study visit report was electronically emailed to the Program on August 29, 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](mailto: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](http://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)

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April Skinner, Program Official

Date

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Melyn Smith, Consultant

Date



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### Findings Report

**Date:** 8/18/2022 **VisitType:** Licensing Study

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#### CCLC-937

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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) - The Consultant discussed with the Director to please ensure that all operating classrooms had current lesson plans available for review, as two of six operating classrooms were lacking current lesson plans on this date.

**Correction Deadline: 8/18/2022**

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

Not Met

##### Comment

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

##### Finding

591-1-1-.12(3) requires that equipment and furniture be placed so as to permit the children's freedom of movement and to minimize danger of accident and collision. It was determined, based on observation, that chairs were observed stacked and on top of tables in the 3rd Right Classroom on this date.

##### POI (Plan of Improvement)

Center staff will re-position the identified equipment and/or furniture and the director will view each classroom to verify appropriate make changes, as needed, and have a system to monitor these items.

**Correction Deadline: 8/18/2022**

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

Met

##### Comment

Center does not provide swimming activities.

### Children's Records

|   |         |
|---|---------|
| Child # 1   | Not Met |
| <u>"Missing/Incomplete Components"</u>  |         |
| .08(1)(a)-Work Address Missing,.08(3)-Address of Release Person Missing               |         |
| Child # 2   | Met     |
| Child # 3   | Met     |
| Child # 4   | Not Met |
| <u>"Missing/Incomplete Components"</u>  |         |
| .08(1)(a)-Work Address Missing  |         |
| Child # 5   | Met     |
| Child # 6   | Met     |
| Child # 7   | Not Met |
| <u>"Missing/Incomplete Components"</u>  |         |
| .08(3)-Address of Release Person Missing,.08(1)-Emergency Contact information Missing |         |
| Child # 8   | Met     |
| Child # 9   | Met     |

**591-1-1-.08 Children's Records****Not Met****Finding**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined, based on review of records that two of nine children's files reviewed were lacking the addresses for one parent's employer and addresses for release persons on this date. It was further determined that one of nine children's files reviewed was lacking the phone number for the child's emergency contact on this date.

**POI (Plan of Improvement)**

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

**Correction Deadline: 9/9/2022****Evening Care****591-1-1-.32 Staffing/Supervision(CR)****Met**

**Comment**

No evening care hours provided

|                 |
|-----------------|
| <b>Facility</b> |
|-----------------|

**591-1-1-.06 Bathrooms****Technical Assistance****Technical Assistance**

The Consultant discussed with the Director to please ensure that the bolts connecting toilets to the floor were cut down and/or covered with a protective gap on this date.

**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)****Not Met****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 on observation, that the following potential hazards observed on this date:

- 1st Left Classroom: A broom and dustpan were observed accessible to children near the door. A plastic bag was observed hanging in a child's cubby accessible to children. A bottle of Soft Soap Antibacterial Hand Soap labeled with "Keep out of reach of children" was observed accessible to children on a low counter on this date.
- 3rd Left Classroom: A broom and dustpan were observed accessible to children near the door. A plastic bag was observed accessible in a box of school supplies in the back right of the classroom on a low counter.
- 4th Right Classroom: Three brooms and three dustpans were observed accessible to children near the door. A container of Clorox disinfectant wipes, a roll of garbage bags, and plastic bags were observed accessible to children in an unsecured cabinet under the handwashing sink. Four containers of Clorox disinfectant wipes, a bottle of Green Works all purpose cleaner, five packages of baby wipes, a box of flushable wipes, and three toilet brushes were observed accessible to children in unsecured cabinets in the bathroom under the handwashing sink.

**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: 8/18/2022****Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined, based on observation, that ventilation fans were observed to have dust in the bathrooms in the 1st Left Classroom and the 4th Right Classroom. A baseboard in the Home Living area in the 4th Right Classroom was observed loose and detached from the wall.

**POI (Plan of Improvement)**

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

**Correction Deadline: 8/31/2022**

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**591-1-1-.26 Playgrounds(CR)****Not Met****Finding**

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined, based on observation, that the fence surrounding the Right Playground at the front near the entrance of the Center was observed to not be secure at the bottom which posed as potential entrapment and escape hazards on this date.

**POI (Plan of Improvement)**

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

**Correction Deadline: 8/31/2022**

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**Food Service**

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**591-1-1-.15 Food Service & Nutrition****Not Met****Finding**

591-1-1-.15(2) requires that a signed written feeding plan for children less than one (1) year of age shall be obtained from Parent(s) and that instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the child's assigned room and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined, based on review of records, that eight of nine infant feeding plans reviewed were missing required information which included the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount and type of food to be given, and/or notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies

**POI (Plan of Improvement)**

The Center Director will develop and implement a plan to obtain and post the completed feeding plan as part of the enrollment process and to have parents update the plans on a regular basis that will include center staff involved with enrollment and those working in the infant classrooms.

**Correction Deadline: 9/9/2022**

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**Health and Hygiene**

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**591-1-1-.07 Children's Health****Not Met****Finding**

591-1-1-.07(5) requires Center Staff to not permit children to wear around their necks or attach to their clothing pacifiers or other hazardous items. It was determined, based on observation, that a child in the 2nd Right Classroom was observed to have a pacifier strap attached to their shirt on this date.

**POI (Plan of Improvement)**

The Center will instruct Staff regarding this safety requirement.

**Correction Deadline: 8/18/2022**

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**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Staff state proper knowledge of diapering procedures.

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**591-1-1-.17 Hygiene(CR)****Met****Comment**

Proper hand washing observed throughout the center.

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**591-1-1-.20 Medications(CR)****Met****Comment**

Documentation for medication dispensing observed complete.

|                     |
|---------------------|
| <b>Organization</b> |
|---------------------|

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**591-1-1-.37 Inspections & Investigations****Not Met****Finding**

591-1-1-.37(e) requires the Center shall not make or condone any Staff to make a false or misleading statement to the Department in connection with any authorized investigation or inspection being conducted by the Department. It was determined, based on review of records and staff statement, that false statements were made and documents were uploaded to DECAL KOALA in that the Director stated that a second check of the vehicle used for routine transportation was not documented for August 19, 2022, when a transportation form was uploaded to DECAL KOALA which included a signature by a person not employed by the center. The Center provided a copy of the transportation form without the signatures on August 29, 2022.

**POI (Plan of Improvement)**

The Center will not make, or condone Staff to make false or misleading statements to the Department.

**Correction Deadline: 8/29/2022**

|                                |
|--------------------------------|
| <b>Policies and Procedures</b> |
|--------------------------------|

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

Program observed complete emergency drills

|               |
|---------------|
| <b>Safety</b> |
|---------------|

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**591-1-1-.05 Animals****Met****Comment**

Animals maintained clean and appropriately caged.

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

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

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**591-1-1-.13 Field Trips(CR)****Met****Comment**

Center does not participate in field trips at this time.

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**591-1-1-.36 Transportation(CR)****Not Met****Comment**

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

**Finding**

591-1-1-.36(4)(b) requires that the interior of a transportation vehicle be clean, in safe repair and free of hazardous items, objects and/or other non-essential items which could cause injury. It was determined, based on observation, that seats were observed torn with foam exposed on vehicles with tag numbers ABQ6548 and BEA7766 used for routine transportation, which prevented the seats from being thoroughly cleaned on this date.



**POI (Plan of Improvement)**

The center will maintain that all transportation vehicles are clean, in safe repair, and free from hazards.

**Correction Deadline: 9/9/2022**

**Technical Assistance**

591-1-1-.36(7)(b) - The Consultant discussed with the Director to please ensure all vehicle emergency medical forms included the phone number for the child's primary physician, as one child's form was lacking the information on this date.

**Correction Deadline: 8/19/2022**

**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 used for routine transportation to and from the center to and from Martinez Elementary was not documented for August 19, 2022, on this date.

**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: 8/29/2022**

|   |
|---|
| <b>Sleeping &amp; Resting Equipment</b> |
|---|

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

**Met**

**Comment**

Pleasant naptime environment observed.

|                      |
|----------------------|
| <b>Staff Records</b> |
|----------------------|

**Records Reviewed: 16**

**Records with Missing/Incomplete Components: 2**

|  |         |
|--|---------|
| Staff # 1  | Met     |
| Date of Hire: 08/16/2018                           |         |
|  |         |
| Staff # 2  | Met     |
| Date of Hire: 05/03/2022                           |         |
|  |         |
| Staff # 3  | Met     |
| Date of Hire: 11/16/2020                           |         |
|  |         |
| Staff # 4  | Not Met |
| Date of Hire: 09/14/2020                           |         |
|  |         |
| <u>"Missing/Incomplete Components"</u>             |         |
| .31(2)(b)2.-Staff Qualifications-Education Missing |         |
|  |         |
| Staff # 5  | Met     |
| Date of Hire: 07/21/2009                           |         |

**Records Reviewed: 16****Records with Missing/Incomplete Components: 2**

|  |   |
|--|---|
| Staff # 6  | Met   |
| Date of Hire: 08/10/2022                           | <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u> |
| Staff # 7  | Met   |
| Date of Hire: 09/20/2021                           |   |
| Staff # 8  | Met   |
| Date of Hire: 08/12/2022                           | <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u> |
| Staff # 9  | Not Met   |
| Date of Hire: 03/30/2021                           |   |
| <u>"Missing/Incomplete Components"</u>             |   |
| .31(2)(b)2.-Staff Qualifications-Education Missing |   |
| Staff # 10   | Met   |
| Date of Hire: 07/05/2022                           | <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u> |
| Staff # 11   | Met   |
| Date of Hire: 08/14/2022                           | <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u> |
| Staff # 12   | Met   |
| Date of Hire: 03/28/2022                           |   |
| Staff # 13   | Met   |
| Date of Hire: 08/16/2021                           |   |
| Staff # 14   | Met   |
| Date of Hire: 01/15/2019                           |   |
| Staff # 15   | Met   |
| Date of Hire: 11/04/2021                           |   |
| Staff # 16   | Met   |
| Date of Hire: 09/20/2021                           |   |

**Staff Credentials Reviewed: 13**

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|   |            |
|---|------------|
| <b>591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)</b> | <b>Met</b> |
|---|------------|

**Comment**

Criminal record checks were observed to be complete.

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|  |            |
|--|------------|
| <b>591-1-1-.14 First Aid &amp; CPR</b> | <b>Met</b> |
|--|------------|

**Comment**

Complete first aid kits observed in center and on vehicles.

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**591-1-1-.33 Staff Training****Met****Comment**

Documentation observed of required staff training.

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**591-1-1-.31 Staff(CR)****Not Met****Comment**

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Finding**

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined, based on review of records, that Staffs #4 and 9, identified as lead caregivers, were lacking evidence of meeting the minimum academic requirements or enrollment in a program of study to meet minimum academic requirements within six months of hire. A professional learning plan was developed on this date.

**POI (Plan of Improvement)**

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience.

**Correction Deadline: 8/29/2022**

|                                 |
|---------------------------------|
| <b>Staffing and Supervision</b> |
|---------------------------------|

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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Comment**

Center observed to maintain appropriate staff:child ratios.

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

Staff observed to provide direct supervision and be attentive to children's needs.