



**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:** 8/29/2022 **VisitType:** POI Follow Up

**Arrival:** 10:10 AM **Departure:** 11:35 AM

**CCLC-969**

**Learning Junction Preschool**

526 Gibbs Rd. Evans, GA 30809 Columbia County  
 (706) 650-0116 suttonlj@comcast.net

**Regional Consultant**

Melyn Smith

Phone: (706) 855-3455  
 Fax: (706) 434-7640  
 melyn.smith@dec.al.ga.gov

**Mailing Address**  
 Same

**Quality Rated:** No

<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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
08/29/2022	POI Follow Up	Good Standing	
08/03/2022	Complaint Closure	Good Standing	
07/25/2022	Complaint Investigation & 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	1st Blue Room	Three Year Olds	1	11	C	16	C	NA	NA	Outside
Main	1st Red Room	PreK	2	19	C	18	NC	26	C	Outside
Main	1st Right- Younger Infants		0	0	C	8	C	NA	NA	
Main	2nd Blue Room	Three Year Olds	1	11	C	16	C	NA	NA	Outside
Main	2nd Red Room	PreK	2	21	C	18	NC	26	C	Outside
Main	2nd Right- Older Infants	Infants and One Year Olds	2	8	C	17	C	NA	NA	Floor Play
Main	Green Room		0	0	C	32	C	45	C	
Main	Purple Room	One Year Olds	2	15	C	16	C	NA	NA	Diapering, Centers
Main	Yellow Room	Two Year Olds	2	14	C	35	C	NA	NA	Outside
Total Capacity @35 sq. ft.: 176					Total Capacity @25 sq. ft.: 205					
Total # Children this Date: 99					Total Capacity @25 sq. ft.: 205					

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG- Left Playground	60	C
Main	PG- Middle Playground	95	C
Main	PG- Right Playground	38	C
Main	PG-Back Playground	201	C

### Comments

On this date, the consultant followed up to previous visit and conducted an on-site Plan of Improvement Follow Up visit. Consultant requested the provider submit required documents for the Administrative Review process. An Administrative Review was conducted on September 8, 2022. Staff files, children's files, training, and background checks were all reviewed. The Consultant completed exit conference virtually and a copy of the visit report was electronically emailed to the Program on September 8, 2022.

Plan of Improvement: Developed This Date 08/29/2022

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/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](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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Gene Sutton, Program Official

Date

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Melyn Smith, Consultant

Date



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**Findings Report**

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The following information is associated with a POI Follow Up:

**Children's Records**

**Records Reviewed: 9**

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

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

"Missing/Incomplete Components"

.08(1)(a)-Work Address Missing,.08(3)-Address of Release Person Missing,.08(3)-Name of Release Person Missing

Child # 8

Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Address Missing

Child # 9

Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Address Missing

**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 ten of ten children's files reviewed were lacking the parents' work addresses and/or information for the release persons 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: 9/23/2022****Recited on 8/29/2022****Facility****591-1-1-.25 Physical Plant - Safe Environment(CR)****Met****Correction Deadline: 8/30/2022****Corrected on 8/29/2022**

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

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

.25(3) - Previous citation corrected, based on observation, in that equipment and furniture was observed to be in good repair on this date.

**Health and Hygiene**

Correction Deadline: 7/26/2022

Corrected on 8/29/2022

.17(7) - Previous citation corrected, based on observation, in that children were observed to wash their hands throughout the center upon arrival, after outside play, and after toileting and diapering on this date.

<b>Staff Records</b>
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**Records Reviewed: 21****Records with Missing/Incomplete Components: 0**

Staff # 1		Met
Date of Hire: 01/19/2022		
Staff # 2		Met
Date of Hire: 08/17/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>	
Staff # 3		Met
Date of Hire: 03/17/2004		
Staff # 4		Met
Date of Hire: 06/01/2021		
Staff # 5		Met
Date of Hire: 12/08/2016		
Staff # 6		Met
Date of Hire: 09/10/2018		
Staff # 7		Met
Date of Hire: 08/01/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>	
Staff # 8		Met
Date of Hire: 10/15/2016		
Staff # 9		Met
Date of Hire: 05/03/1999		
Staff # 10		Met
Date of Hire: 08/08/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>	
Staff # 11		Met
Date of Hire: 09/20/2021		
Staff # 12		Met
Date of Hire: 07/29/2013		

**Records Reviewed: 21****Records with Missing/Incomplete Components: 0**

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Staff # 13	Met
Date of Hire: 08/10/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 14	Met
Date of Hire: 02/01/2011	
Staff # 15	Met
Date of Hire: 08/01/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 16	Met
Date of Hire: 08/10/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 17	Met
Date of Hire: 06/15/1994	
Staff # 18	Met
Date of Hire: 08/13/2020	
Staff # 19	Met
Date of Hire: 02/25/2021	
Staff # 20	Met
Date of Hire: 09/20/2021	
Staff # 21	Met
Date of Hire: 02/21/2022	

**Staff Credentials Reviewed: 19**

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**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)** **Met****Correction Deadline: 8/3/2022****Corrected on 8/29/2022****.09(1)(a) - Previous citation corrected, based on review of records, that all staff had a valid and current satisfactory Comprehensive Records Check Determination on file on this date.****Correction Deadline: 8/3/2022****Corrected on 8/29/2022****.09(1)(c) - Previous citation corrected, based on review of records, that all staff had a valid and current satisfactory Comprehensive Records Check Determination on file on this date.**

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**591-1-1-.14 First Aid & CPR** **Met****Correction Deadline: 9/2/2022****Corrected on 8/29/2022****.14(1) - Previous citation corrected, based on review of records, in that the center had 100% of staff certified in First Aid and CPR on this date.**

**Correction Deadline: 9/2/2022**

**Corrected on 8/29/2022**

**.14(1)(a) - Previous citation corrected, based on review of records, in that all drivers were certified in First Aid and CPR on this date.**

**Correction Deadline: 9/2/2022**

**Corrected on 8/29/2022**

**.14(2) - Previous citation corrected, based on review of records, in that the center had 100% of staff certified in First Aid and CPR on this date.**

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<b>591-1-1-.33 Staff Training</b>	<b>Met</b>
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**Correction Deadline: 9/2/2022**

**Corrected on 8/29/2022**

**.33(3) - Previous citation corrected, based on review of records, that all staff had evidence of completing the mandatory health and safety orientation training on this date.**

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<b>591-1-1-.31 Staff(CR)</b>	<b>Met</b>
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**Correction Deadline: 8/26/2022**

**Corrected on 8/29/2022**

**.31(2)(a) - Previous citation corrected, based on review of records, that the Center had a designated lead teacher/lead caregiver for each group of children on this date.**

**Correction Deadline: 8/12/2022**

**Corrected on 8/29/2022**

**.31(2)(b)1 - Previous citation corrected, based on review of records, in that the teachers/lead caregivers were all at least 18 years of age on this date.**

**Correction Deadline: 8/3/2022**

**Corrected on 8/29/2022**

**.31(3)(a) - Previous citation corrected, based on review of records, that the center did not have caregivers/aides who were 16 or 17 years of age employed on this date.**

<b>Staffing and Supervision</b>
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<b>591-1-1-.32 Staff:Child Ratios and Group Size(CR)</b>	<b>Met</b>
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**Correction Deadline: 8/3/2022**

**Corrected on 8/29/2022**

**.32(1) - Previous citation corrected, based on observation, in that the center was operating within appropriate staff:child ratios on this date.**

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<b>591-1-1-.32 Supervision(CR)</b>	<b>Met</b>
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**Correction Deadline: 8/3/2022**

**Corrected on 8/29/2022**

**.32(7) - Previous citation corrected, based on observation, in that staff were observed to provide watchful oversight and direct supervision on this date.**