



**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:** 3/7/2022    **VisitType:** Licensing Study    **Arrival:** 11:55 AM    **Departure:** 1:30 PM

**CCLC-46512**

**Bright Lil Minds Academy**

137 North Oakley Drive Columbus, GA 31906 Muscogee County  
 (706) 940-0528 glendajones110@gmail.com

**Regional Consultant**

Penny Svenson

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**Mailing Address**  
 Same

**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.
03/07/2022	Licensing Study	Good Standing	
07/28/2021	Monitoring Visit	Good Standing	
03/23/2021	Licensing Study	Good Standing	

  

<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.

**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	A- 3 year olds	Three Year Olds and Four Year Olds	1	16	C	17	C	NA	NA	Nap
Main	B - 4 year old		0	0	C	13	C	NA	NA	
Main	C- 1's & 2"s	One Year Olds and Two Year Olds	2	9	C	16	C	NA	NA	Nap
Main	D- Infants	Infants	1	6	C	6	C	NA	NA	Nap
Main	E- Afterschool		0	0	C	32	C	NA	NA	
Total Capacity @35 sq. ft.: 84						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 31			Total Capacity @35 sq. ft.: 84			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A - Infants and Toddlers	14	C
Main	B- 3's and up	99	C

**Comments**

March 28, 2022--A virtual visit was completed on this date. The findings were discussed with the Director.

Plan of Improvement: Developed This Date 03/07/2022

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)

Glenda Jones, Program Official

Date

Penny Svenson, Consultant

Date



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**Findings Report**

**Date:** 3/7/2022      **VisitType:** Licensing Study      **Arrival:** 11:55 AM      **Departure:** 1:30 PM

**CCLC-46512**

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The following information is associated with a Licensing Study:

**Activities and Equipment**

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

**Not Met**

**Finding**

591-1-1-.12(2) requires that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. It was determined based on consultant observation that the toys and equipment throughout the center was not clean as required.

**POI (Plan of Improvement)**

The Center will ensure that equipment and furniture are used by the age-appropriate group of children.

**Correction Deadline: 3/7/2022**

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

**Met**

**Comment**

Center does not provide swimming activities.

**Children's Records**

**Records Reviewed: 6**

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

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

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**591-1-1-.08 Children's Records****Met****Comment**

Records were observed to be complete and well organized.

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**Facility**

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**591-1-1-.06 Bathrooms****Met****Comment**

Please monitor bathrooms for necessary supplies.

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**591-1-1-.19 License Capacity(CR)****Met****Comment**

Licensed capacity observed to be routinely met by center.

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**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 consultant observation that there was a miniature trampoline stored in the children's bathroom in Room 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: 3/7/2022**

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

The consultant discussed that trees on the playground should be monitored for their structural integrity and if limbs fell out of the trees to consider have the trees inspected so that a limb could not fall on a child or staff member.

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**Food Service**

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

591-1-1-.15(7) requires that food be served according to manufacturer's instructions and recommendations. Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking. Food shall not be accessible or served to children until it has been chopped, diced, cut or mashed and is appropriate for each child's age and individual eating, chewing and swallowing ability. It was determined based on a review of records that hotdogs were served on the menu and a choking hazard was posed.

**POI (Plan of Improvement)**

The Center will train Staff and monitor food served and accessible to children to ensure that the food does not present a choking hazard.

**Correction Deadline: 3/7/2022**

**Finding**

591-1-1-.15(8) requires that foods and drinks with little or no nutritional value, i.e., sweets, soft drinks, etc. be served only on special occasions and only in addition to the required nutritious meals and snacks. Powdered nonfat dry milk shall only be used for cooking purposes. It was determined based on a review of documents that ice cream sandwiches were served on the menu as a snack.

**POI (Plan of Improvement)**

The Center will not serve food and drinks with little or no nutritional value except for special occasions and in addition to the required nutritious meals and snacks. The Center will limit the use of powdered nonfat dry milk for cooking only.

**Correction Deadline: 3/7/2022**

**591-1-1-.18 Kitchen Operations****Met****Comment**

Please ensure that all food items are stored in airtight containers.

<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)****Not Met****Finding**

591-1-1-.10(4) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined based on consultant observation that the changing table in Room C was not cleaned after each diaper change as required.

**POI (Plan of Improvement)**

The Center will ensure there is a smooth, nonporous changing surface that has a guard or rails for safety in each classroom that houses children wearing diapers. Center Staff will be trained and have adequate supplies to properly clean the diaper changing surface between each diaper change.

**Correction Deadline: 3/7/2022**

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

Please ensure lids remain on trash containing organic waste.

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

The Provider currently does not dispense/administer medication.

<b>Policies and Procedures</b>
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**591-1-1-.29 Required Reporting****Met****Comment**

Discussed reporting requirements.

<b>Safety</b>
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**591-1-1-.05 Animals****Met****Comment**

Center does not keep animals on premises.

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

The visit was conducted during naptime. Discipline was not observed. Staff stated they talked with the children if they did not make good choices.

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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)****Technical Assistance****Technical Assistance**

The consultant discussed with the director to ensure the times reflected on the transportation log for arrival and departure are recorded accurately.

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

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<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Not Met****Finding**

591-1-1-.30(1)(b)3 requires that sheets or similar coverings for cots or mats shall either be marked for individual use or laundered daily. If marked for individual use, they must be laundered weekly or more frequently if needed. It was determined based on consultant observation that 11 out of 16 children in Room A had a sheet only during naptime and four children did not have a sheet for their cot.

**POI (Plan of Improvement)**

The Center will ensure that sheets are marked for individual use or washed daily and that marked sheets are washed at least weekly.

**Correction Deadline: 3/7/2022**

**Finding**

591-1-1-.30(1)(b)4 requires that a light cover be available for each child's use on a cot or mat and shall be marked for individual use or laundered daily. If marked for individual use, they must be laundered weekly or more frequently if needed. It was determined based on consultant observation that 15 out of 16 children in Room A did not have a light cover available during naptime. Further nine children in Room C did not have a light cover available during naptime.

**POI (Plan of Improvement)**

The Center will ensure that a light cover is available for each child and will meet the requirements for laundering.

**Correction Deadline: 3/7/2022**

**Finding**

591-1-1-.30(1)(d) requires that all sleeping and resting equipment shall be arranged to avoid obstructing access to exit doors, to provide the caregivers access to each child, and to prevent children's access to cords hanging from window treatments and other hazardous objects. To reduce the transfer of airborne diseases, sleeping and resting equipment shall be arranged as follows. There shall be a minimum of twenty-four inch (24") corridor between each row of sleeping or resting equipment. There shall be a minimum of twelve inches (12") between each piece of sleeping or resting equipment in each row of equipment. Children shall be placed on cots and mats so that one child's head is toward another child's feet in the same row. It was determined based on consultant observation that the children in Room A were not placed in a position to reduce the transfer of airborne diseases, as the children were face-to-face and not head-to-toe.

**POI (Plan of Improvement)**

The Center will arrange and place sleeping and resting equipment according to the requirements in the rule; will train Staff; and will monitor for continued compliance.

**Correction Deadline: 3/7/2022**

**Finding**

591-1-1-.30(2)(c) requires that infants shall not sleep in equipment other than safety-approved cribs, such as, but not limited to, a car safety seat, bouncy seat, highchair, or swing. Infants who arrive at the Center asleep or fall asleep in such equipment, on the floor or elsewhere, shall be transferred to a safety-approved crib. It was determined based on consultant observation that an infant was asleep in an infant swing in the classroom and was not placed on their back in the crib once they were asleep.

**POI (Plan of Improvement)**

The Center will only place infants in safe cribs to sleep and will transfer them to a safe crib when the infants are asleep in other equipment.

**Correction Deadline: 3/7/2022**

<b>Staff Records</b>
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**Records Reviewed: 17**

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

Staff # 1	Met
Date of Hire: 02/21/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 2	Met
Date of Hire: 11/22/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 3	Met
Date of Hire: 01/23/2019	
Staff # 4	Met
Staff # 5	Met
Date of Hire: 02/18/2021	
Staff # 6	Met
Staff # 7	Met
Date of Hire: 10/28/2020	
Staff # 8	Met
Date of Hire: 05/19/2019	
Staff # 9	Met
Date of Hire: 04/26/2021	
Staff # 10	Met
Date of Hire: 04/26/2021	
Staff # 11	Met
Staff # 12	Met
Staff # 13	Met

**Records Reviewed: 17**

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

Date of Hire: 09/04/2019

Staff # 14 Met

Date of Hire: 04/04/2021

Staff # 15 Met

Date of Hire: 10/22/2020

Staff # 16 Met

Staff # 17 Met

**Staff Credentials Reviewed: 5**

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

**Comment**

Criminal record checks were observed to be complete.

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

**Comment**

Evidence observed of 50% of center staff certified in First Aid and CPR.

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

**Comment**

Discussed staff training. Please obtain required documentation.

**591-1-1-.31 Staff(CR) 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.

**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**

Adequate supervision observed on this date.