



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: 7/6/2022 **VisitType:** Licensing Study **Arrival:** 8:40 AM **Departure:** 11:45 AM

CCLC-49725

Richmond Hill Montessori Preschool

2933 U.S. Highway 17 Richmond Hill, GA 31324 Bryan County
 (912) 756-4554 kimberly@richmondhillmontessoripreschool.com

Regional Consultant

Kimberly Stoy

Phone: (678) 747-6836

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kimberly.stoy@decal.ga.gov

Mailing Address

Same

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.
07/06/2022	Complaint Investigation & Licensing Study	Good Standing	
03/31/2022	Monitoring Visit	Good Standing	
09/28/2021	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	A	Infants	2	4	C	10	C	NA	NA	Floor Play
Main	B	Infants and One Year Olds	3	10	C	16	C	NA	NA	Floor Play
Main	C	One Year Olds	3	13	C	16	C	NA	NA	Free Play
Main	Cafeteria		0	0	C	13	C	18	C	
Main	D	One Year Olds	3	12	C	16	C	NA	NA	Outside, Art
Main	E	One Year Olds and Two Year Olds	3	9	C	21	C	NA	NA	Circle Time
Main	F	Two Year Olds	2	15	C	22	C	NA	NA	Transitioning
Main	G	Two Year Olds and Three Year Olds	3	16	C	28	C	NA	NA	Story
Main	H	Three Year Olds and Four Year Olds	3	15	C	28	C	NA	NA	Free Play
Main	I	Three Year Olds and Four Year Olds	2	15	C	28	C	NA	NA	Transitioning
Main	J		0	0	C	22	C	NA	NA	
Main	K		0	0	C	22	C	NA	NA	
Main	L		0	0	C	22	C	NA	NA	
Main	M		0	0	C	19	C	NA	NA	
Main	N	Three Year Olds and Four Year Olds	2	10	C	18	C	NA	NA	Free Play

Total Capacity @35 sq. ft.: 301

Total Capacity @25 sq. ft.: 306

Total # Children this Date: 119

Total Capacity @35 sq. ft.: 301

Total Capacity @25 sq. ft.: 306

Building	Playground	Playground Occupancy	Playground Compliance
Main	A (Right)	83	C
Main	B (Front L)	29	C
Main	C (Middle L)	43	C
Main	D (Back L)	67	C

Comments

This was the first visit of the fiscal year. Program does not provide swimming.

An in-person visit was completed on July 6, 2022. An administrative review was completed on July 21, 2022.

Plan of Improvement: Developed This Date 07/06/2022

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 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)

Kimberly Richardson, Program Official

Date

Kimberly Stoy, Consultant

Date



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Findings Report

Date: 7/6/2022 **VisitType:** Licensing Study **Arrival:** 8:40 AM **Departure:** 11:45 AM

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The following information is associated with a Licensing Study Visit:

Activities and Equipment

591-1-1.12 Equipment & Toys(CR)

Met

Comment

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

591-1-1.35 Swimming Pools & Water-related Activities(CR)

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 12

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met
Child # 6	Met
Child # 7	Met
Child # 8	Met
Child # 9	Met

Records Reviewed: 12**Records with Missing/Incomplete Components: 0**

Child # 10

Met

Child # 11

Met

Child # 12

Met

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

Records were observed to be complete and well organized.

Facility

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

Licensed capacity observed to be met on this date.

591-1-1-.25 Physical Plant - Safe Environment(CR)**Met****Comment**

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

591-1-1-.26 Playgrounds(CR)**N/A****Comment**

Playground observed to be clean and in good repair.

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**

Proper hand washing observed throughout the center.

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 a review of records that the program dispensed medication without specific dates and times listed on the medication forms when one medication form for Tylenol and one medication form for Benadryl had "as needed" for the dates and times to be dispensed.

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: 7/6/2022**Safety**

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

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

591-1-1-.13 Field Trips(CR)**Not Met****Finding**

591-1-1-.13(6) requires Center Staff to have emergency medical information on each child who goes on a field trip that includes allergies, special medical needs and conditions, current prescribed medications required to be taken on a daily basis for a chronic condition, the name and phone number of the child's doctor, the local medical facility the Center uses in the area where the Center is located, and the telephone numbers where the parent can be reached. The emergency medical information shall be left at the Center as well as taken on the trip in the possession of the adult in charge of the trip. It was determined based on a review of records that 24 out of 54 children did not have an emergency medical form prior to a field trip completed on July 5, 2022 and that 28 out of 57 children did not have an emergency medical form prior to a field trip on July 6, 2022.

POI (Plan of Improvement)

Center Staff will review emergency medical information for each child who goes on a field trip and obtain any missing information. The Center will ensure that this information is in the possession of both the Center and the required adult on the trip.

Correction Deadline: 7/6/2022

591-1-1-.36 Transportation(CR)**Met****Comment**

Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director.

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position.

Staff Records

Records Reviewed: 49**Records with Missing/Incomplete Components: 29**

Staff # 1

Not Met

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 2

Not Met

Date of Hire: 06/02/2021

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 3

Not Met

Date of Hire: 07/26/2021

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 4

Met

Date of Hire: 02/24/2016

Staff # 5	Met
Date of Hire: 08/02/2021	
Staff # 6	Met
Staff # 7	Not Met
Date of Hire: 08/04/2021	
<u>"Missing/Incomplete Components"</u>	
.14(2)-First Aid Missing,.14(2)-CPR missing	
Staff # 8	Met
Staff # 9	Met
Date of Hire: 12/10/2018	
Staff # 10	Not Met
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate,.14(2)-First Aid Missing,.14(2)-CPR missing	
Staff # 11	Not Met
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate	
Staff # 12	Met
Date of Hire: 12/07/2020	
Staff # 13	Not Met
<u>"Missing/Incomplete Components"</u>	
.14(2)-First Aid Missing,.14(2)-CPR missing	
Staff # 14	Not Met
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 15	Met
Date of Hire: 08/09/2021	
Staff # 16	Not Met
Date of Hire: 05/27/2021	
<u>"Missing/Incomplete Components"</u>	
.14(2)-First Aid Missing,.14(2)-CPR missing	
Staff # 17	Met
Date of Hire: 09/17/2020	

Staff # 18	Not Met
<u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 19	Met
Staff # 20	Met
Date of Hire: 08/23/2021	
Staff # 21	Not Met
Date of Hire: 12/07/2020	
<u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate	
Staff # 22	Not Met
<u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate,.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 23	Not Met
<u>"Missing/Incomplete Components"</u> .14(2)-First Aid Missing,.14(2)-CPR missing	
Staff # 24	Not Met
Date of Hire: 12/12/2020	
<u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 25	Not Met
<u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 26	Not Met
<u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 27	Not Met
<u>"Missing/Incomplete Components"</u> .14(2)-First Aid Missing,.14(2)-CPR missing	
Staff # 28	Not Met
<u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate	
Staff # 29	Met
Date of Hire: 09/28/2020	

Staff # 30	Not Met
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate,.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 31	Met
Date of Hire: 04/07/2021	
Staff # 32	Not Met
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate,.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 33	Met
Date of Hire: 08/10/2020	
Staff # 34	Met
Date of Hire: 07/06/2021	
Staff # 35	Met
Staff # 36	Not Met
<u>"Missing/Incomplete Components"</u>	
.14(2)-First Aid Missing,.14(2)-CPR missing	
Staff # 37	Met
Staff # 38	Met
Staff # 39	Not Met
<u>"Missing/Incomplete Components"</u>	
.14(2)-First Aid Missing,.14(2)-CPR missing	
Staff # 40	Not Met
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 41	Not Met
Date of Hire: 03/04/2021	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 42	Met
Staff # 43	Not Met
Date of Hire: 10/28/2019	
<u>"Missing/Incomplete Components"</u>	

Records Reviewed: 49**Records with Missing/Incomplete Components: 29**

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 44

Not Met

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 45

Met

Staff # 46

Not Met

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 47

Not Met

Date of Hire: 06/14/2021

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 48

Met

Staff # 49

Not Met

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff Credentials Reviewed: 4**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

Not Met

Finding

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on a review of record that less than 50% of the employees were current in CPR and first aid training.

POI (Plan of Improvement)

The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

Correction Deadline: 8/5/2022**591-1-1-.33 Staff Training**

Not Met

Finding

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on a review of records that nine employees did not complete the required health and safety orientation training within the first 90 days of employment.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

Correction Deadline: 8/31/2022

Recited on 7/6/2022

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.