



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: 12/9/2021 **VisitType:** Licensing Study **Arrival:** 9:30 AM **Departure:** 11:30 AM

CCLC-1030

Friendship House

1300 S. Hamilton St. Dalton, GA 30720 Whitfield County
 (706) 278-8012 marythelmanorris@optilink.us

Regional Consultant

Neli Todorova

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Mailing Address

PO Box 794
 Dalton, GA 30722

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.
12/09/2021	Licensing Study	Good Standing	
06/28/2021	Incident Investigation by Phone	Good Standing	
02/02/2021	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 RT	Infants and One Year Olds	2	3	C	15	C	NA	NA	Floor Play, Nap, Free Play
Main	2 RT Back		0	0	C	10	C	NA	NA	
Main	2 RT Front	One Year Olds and Two Year Olds	2	6	C	17	C	NA	NA	Centers, Free Play
Main	3 RT	Three Year Olds	2	10	C	32	C	NA	NA	Centers
Main	4 RT	GA PreK	2	21	C	32	C	NA	NA	Centers
Main	5 RT	Two Year Olds	2	10	C	26	C	NA	NA	Centers
Main	6 RT	Three Year Olds	2	11	C	26	C	NA	NA	Centers
Main	Left Side		0	0	C	46	C	NA	NA	
Total Capacity @35 sq. ft.: 204			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 61			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	175	C

Comments

An Administrative Review was conducted on December 7, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on December 9, 2021 with the Provider. An in-person visit was not conducted due to the COVID-19 pandemic.

Plan of Improvement: No Plan Developed

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 New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@dec.state.ga.us

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), e-mail the following information to CCSRefutations@dec.state.ga.us.

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://dec.state.ga.us/ChildCareServices/RefutationInformation.aspx>

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)

Mary Norris, Program Official

Date

Neli Todorova, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Comment

Equipment and furniture observed to be properly secured, as applicable.

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

Comment

Center does not provide swimming activities.

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

Center appears clean and well maintained.

Comment

No hazards observed accessible to children on this date.

Comment

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

591-1-1-.25 Physical Plant-Structural/Mechanical **Technical Assistance**

Technical Assistance

591-1-1-.25(21) - Discussed with the provider that all floor level windows or full-length glass doors constructed of safety glass need to have decals applied at the eye level of the children.

Correction Deadline: 12/19/2021

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

Please ensure to monitor the playground areas for the following hazards: - Normal wear and tear of playground equipment and toys. Potential entrapment hazards in the fence surrounding the playground area. Biting and/or stinging insects (i.e. ants, bees, etc.). Loose and/or weak tree branches surrounding the playground area. Standing water in and around playground equipment after inclement weather.

Food Service

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

Center menu meets USDA guidelines.

Comment

Please ensure the new updated infant feeding form is used. Discussed revision to the written feeding plans for children under the age of 1 years old. Age-appropriate solid foods (including cereal) shall not be given to infants or children less than one (1) year of age until recommended as developmentally appropriate by the child's primary care physician and indicated in writing by the Parent(s). As soon as the feeding plan indicates that a child is ready for solid foods, the child shall be fed from individual spoons and individual containers or dishes. A child shall not be fed directly from the original baby food container if the contents are to be fed to the child at more than one (1) meal or to more than one (1) child.

Comment

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018:

3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk

5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk

2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

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

Kitchen appears clean and well organized.

Health and Hygiene

591-1-1-.07 Children's Health**Met**

Correction Deadline: 6/28/2021

Corrected on 12/9/2021

.07(2) - Previous citation corrected on this date as the Director and staff stated proper knowledge of parental notification requirements.

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

Staff state proper knowledge of diapering procedures.

Technical Assistance

591-1-1-.10(1) - Please ensure that all exhaust vents in the diapering rooms are properly operating as required.

Correction Deadline: 12/9/2021

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

Comment

Staff were observed to remind children to wash hands.

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

Comment

Documentation for medication dispensing observed complete.

Organization

591-1-1-.16 Governing Body & License **Technical Assistance**

Technical Assistance

591-1-1-.16(f) - Discussed with the Director that there were no measurements for the two smaller playgrounds. The Director will review records and send to the consultant any pertinent information. If measurements are not located, the provider will submit an Application for Amendment (to add the playgrounds to the license) in their DECAL Koala account.

Correction Deadline: 12/9/2021

Policies and Procedures

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

Comment

Program observed complete emergency drills

591-1-1-.27 Posted Notices **Met**

Comment

Observed all required posted notices.

591-1-1-.29 Required Reporting **Met**

Comment

Discussed reporting requirements.

Safety

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

Comment

Center does not keep animals on premises.

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) **Met**

Comment

Center does not participate in field trips at this time.

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

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Met

Comment

Discussed SIDS and infant sleeping position.

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

Records Reviewed: 20

Records with Missing/Incomplete Components: 0

Staff # 1 Met

Date of Hire: 03/28/2008

Staff # 2 Met

Date of Hire: 10/31/1996

Staff # 3 Met

Date of Hire: 07/29/2019

Staff # 4 Met

Date of Hire: 08/13/2020

Staff # 5 Met

Date of Hire: 07/31/2020

Staff # 6 Met

Date of Hire: 10/14/1991

Staff # 7 Met

Date of Hire: 08/20/2018

Staff # 8 Met

Date of Hire: 12/01/2021

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

Staff # 9 Met

Date of Hire: 11/12/2018

Staff # 10 Met

Date of Hire: 10/30/2015

Staff # 11 Met

Date of Hire: 06/22/2021

Staff # 12 Met

Records Reviewed: 20**Records with Missing/Incomplete Components: 0**

Date of Hire: 05/01/1985

Staff # 13

Met

Date of Hire: 03/28/2007

Staff # 14

Met

Date of Hire: 07/31/2000

Staff # 15

Met

Date of Hire: 01/04/1999

Staff # 16

Met

Date of Hire: 07/26/2021

Staff # 17

Met

Date of Hire: 09/17/2020

Staff # 18

Met

Date of Hire: 07/21/2009

Staff # 19

Met

Date of Hire: 02/04/2021

Staff # 20

Met

Date of Hire: 11/09/2020

Staff Credentials Reviewed: 10**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record checks were observed to be complete.

Comment

Director provided three (3) files for employees hired since last visit.

Comment

Please ensure that applicants/staff are listing exact dates (including month/day/year) on 10 year work history form in order to determine any breaks in service from the child care industry.

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

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

Comment

Please replace/add missing/expired item(s) in first aid kit(s).

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

Documentation observed of required staff training.

Comment

Discussed: Health and Safety Training is required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

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.