



**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: 2/17/2022 **VisitType:** Licensing Study

Arrival: 10:00 AM **Departure:** 11:45 PM

CCLC-29914

PSC Learning Center #2

718 Concord Rd. SE Smyrna, GA 30082 Cobb County
(770) 436-1156 psclearningcenter@gmail.com

Mailing Address
Same

Regional Consultant

Neli Todorova

Phone: (770) 359-5167

Fax: (678) 891-5630

neli.todorova@decal.ga.gov

Joint with: Stacy Whitten

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.
02/17/2022	Licensing Study	Good Standing	
09/29/2021	Monitoring Visit	Good Standing	
01/14/2021	Licensing Study	Good Standing	

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.

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	Room A - Upstairs Left	Infants and One Year Olds	1	5	C	17	C	NA	NA	Feeding
Main	Room B - Upstairs Right	Two Year Olds	2	9	C	11	C	NA	NA	Transitioning, Circle Time
Main	Room C-downstairs Left	Three Year Olds	1	11	C	16	C	NA	NA	Transitioning
Main	Room D - Downstairs Right		0	0	C	8	C	NA	NA	
Main	Room E - Building 2 Left	GA PreK	2	16	C	21	C	29	C	Transitioning
Main	Room F - Building 2 Right	GA PreK	2	17	C	21	C	29	C	Transitioning
Main	Room G - Building 2 Middle		0	0	C	3	C	NA	NA	

Total Capacity @35 sq. ft.: 97

Total Capacity @25 sq. ft.: 97

Total # Children this Date: 58

Total Capacity @35 sq. ft.: 97

Total Capacity @25 sq. ft.: 97

Building	Playground	Playground Occupancy	Playground Compliance
Main	Large	122	C
Main	Toddler	11	C

Comments

The purpose of the visit is to follow up on a Monitoring Visit from 9/29/2021 and to conduct a Licensing Study. An in person visit was conducted on 2/17/2022.

Plan of Improvement: Developed This Date 02/17/2022

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 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)

Angela Selmon, Program Official

Date

Neli Todorova, Consultant

Date

Stacy Whitten, Consultant

Date



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Findings Report

Date: 2/17/2022 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 11:45 PM

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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(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. It was determined based on observation that there were computer monitors that were not secured in rooms E and F.

POI (Plan of Improvement)

The Center will ensure that the identified equipment or furniture and any other such existing or future items are secured adequately and will have a system for checking these for stability.

Correction Deadline: 2/17/2022

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

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

Technical Assistance

591-1-1-.08(1) - Consultant discussed with the provider that each child needs an individual enrollment form, regardless of sibling status. Additionally, the form needs to have all required sections completed. Consultant provided a sample enrollment form to the provider.

Correction Deadline: 2/17/2022

Facility

591-1-1-.06 Bathrooms**Not Met****Comment**

Please monitor bathrooms for necessary supplies.

Finding

591-1-1-.06(4) requires a Center first licensed after March 1, 1991, and Centers that remodel or add to existing plumbing facilities, to have the bathroom area fully enclosed and ventilated to the outside of the building with either an open screened window or functioning exhaust fan and duct system and requires Centers without fully enclosed bathrooms to ensure there is adequate ventilation to control odors and adequate sanitation measures to prevent the spread of contagious diseases. It was determined based on observation that the exhaust vents in the bathrooms of rooms D and F were not functioning as intended as they were not pulling the air in. Additionally, it was determined that the bathrooms for room C had no windows and no exhaust vents.

POI (Plan of Improvement)

The provider will repair and/or replace the existing bathroom exhausts. The provider is in the process of getting quotes for installing an exhaust system in the bathrooms near room C. Consultant discussed with the provider that a Variance/Waiver application may be submitted for departmental approval in case the rule intent cannot be met any other way.

The Center will fully enclose and ventilate bathroom areas, as required, and will provide adequate ventilation and sanitation in bathrooms that are not fully enclosed.

Correction Deadline: 3/31/2022

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****Technical Assistance**

591-1-1-.25(11) - Please ensure that the rug in room B is kept clean.

Correction Deadline: 3/19/2022

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:

- * There was a teacher's personal bag on a hook accessible to the children in room C.
- * There were sharpies and adult scissors accessible to the children in rooms B, E and F.

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: 3/31/2022

Technical Assistance

591-1-1-.25(17) - Discussed with the provider to monitor the playgrounds for hazardous and poisonous plants. A handout with Poisonous Plants in Georgia was provided for reference:

- * Vines with thorns growing on the fence.
- * American ivy was growing on the ground of the Large playground. The plant was on the Georgia Poisonous Plants list.
- * Holy plant was growing on the fence of the Small playground. The plant was on the Georgia Poisonous Plants list.
- * Acorns were observed on the ground of the Large playground. The leaves and acorns of the oak tree were on the Georgia Poisonous Plants list.

Correction Deadline: 3/31/2022

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 the following areas needed to be cleaned and/or repaired:

- * Three of four ceiling lights in rooms A and B, and the lights in the bathrooms of rooms E and F were missing covers.
- * There was peeling paint on one of the ceiling pipes in room C.
- * The ceiling in the bathrooms of rooms C, E and F had surface cracks and peeling paint.
- * The doors to the bathrooms for room C had missing handles.
- * There was a hole in the wall of room E.

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: 3/31/2022

Technical Assistance

591-1-1-.25(8) - Please ensure that all outlets within the reach of the children are covered.

Correction Deadline: 2/17/2022

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 observations and measurements that:

- * The fence in the back of the Large playground and on the right side measured approximately three feet and 10 inches.
- * The fence on the left side (facing the driveway) of the Toddler Playground deck measured approximately three feet and two inches.
- * There were gaps on the bottom of the fence by the shed that measured approximately six inches, posing an entrapment hazard.
- * There was a gap on the bottom of the fence by the Pre-K building that measured approximately nine inches.
- * There was rust on the fence in several places.
- * There were exposed sharp prongs on the back and left side of the Large Playground fence.
- * The top pole of the fence on the right side of the Large playground was disconnected.
- * The bottom of the chainlink fence was disconnected at the bottom in several places.
- * There were protruding bolts on the fence that were accessible to the children.
- * The wooden railing on the path to the Pre-K building had a piece disconnected at the bottom with a protruding nail.
- * The fencing material used by the Pre-K Building was farm wire, which is not approved fencing material.

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 cover the farm wire material and make it inaccessible to the children. 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: 3/31/2022

Finding

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation that :

* The wooden material on the slide structure on the Large playground was damaged in several places. There were sharp edges in several places at the end of the wooden parts and around the connecting bolts.

* There was peeling paint and and splintering wood on the wooden deck of the Toddler Playground and on the deck on the Large Playground.

POI (Plan of Improvement)

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

Correction Deadline: 3/31/2022

Finding

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that :

* There was an uncoiled water hose in front of the Pre-K room doors.

* The lattice material at the bottom of the Pre-K building had several cracks.

* There was a grill on the left side of the Large playground.

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 3/31/2022

Food Service

591-1-1-.15 Food Service & Nutrition

Technical Assistance

Comment

Please ensure that infant feeding forms are updated regularly.

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://decalf.ga.gov/CACFP/Handbook.aspx>

USDA

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

Technical Assistance

591-1-1-.15(5) - Consultant discussed with the Director to ensure that all meal substitutions are recorded on the Menu.

Correction Deadline: 2/17/2022

591-1-1-.18 Kitchen Operations**Technical Assistance****Technical Assistance**

591-1-1-.18(4) - Consultant discussed with the provider to ensure that the kitchen lights had a shield, or install shatterproof lights.

Correction Deadline: 2/27/2022

Technical Assistance

591-1-1-.18(5) - Discussed with the Director to ensure that the refrigerators in room A and the kitchen are at 40 degrees Fahrenheit or below, and Freezer temperature is maintained at zero (0) degrees Fahrenheit or below.

Correction Deadline: 2/17/2022

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)**Not Met****Technical Assistance**

591-1-1-.10(1) - Discussed with the provider that room A needs to have a functioning exhaust or the appropriate number of screened window space. If windows are used, they need to be screened and kept open during diapering. The window space will be measured at the next regulatory visit.

Correction Deadline: 2/17/2022

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 observation that there was a tear on the seam of the diapering mat in room B.

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: 2/17/2022

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

Please ensure lids remain on trash containing organic waste.

Comment

Staff were observed to remind children to wash hands.

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

The provider reported no medication since the last visit and on this date. Discussed proper medication documentation and procedures.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Not Met****Technical Assistance**

591-1-1-.21(1)(q) - Please ensure that there are signed Safe Sleep policies in each Infant's file.

Correction Deadline: 2/22/2022

Finding

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on review of records that there were no documented lock down drills for 2021 and 2022.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 2/22/2022

591-1-1-.27 Posted Notices

Met

Comment

Please make sure that all required signs are posted and up to date.

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)

Technical Assistance

Technical Assistance

591-1-1-.36 - Please ensure that the vehicle first aid kits are complete and all expired items are replaced.

Comment

A current/completed inspection was observed for vehicles with license plates # APZ 5624 and RRY 0981 used in transporting children this date. The Director stated that vehicle with license plate # BKX 4487 needs repairs and was not in use.

Comment

Complete documentation of transportation observed.

Comment

The vehicle was checked for compliance. Proper restraints were observed and discussed with the director.

Comment

The vehicles had an approved fire extinguishers on this date.

Technical Assistance

591-1-1-.36(4)(b) - Discussed with the director to monitor that the interior of a transportation vehicle is kept clean, in safe repair and free of hazardous items, objects and/or other non-essential items which could cause injury.

Correction Deadline: 2/18/2022

Sleeping & Resting Equipment

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: 11****Records with Missing/Incomplete Components: 5**

Staff # 1	Met
Date of Hire: 02/07/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 2	Met
Date of Hire: 12/13/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 3	Met
Date of Hire: 08/01/2014	
Staff # 4	Met
Date of Hire: 02/07/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 5	Met
Date of Hire: 08/07/2021	
Staff # 6	Not Met
Date of Hire: 08/01/2011	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 7	Met
Date of Hire: 10/01/2010	
Staff # 8	Not Met
Date of Hire: 10/01/2008	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 9	Not Met
Date of Hire: 03/20/2017	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 10	Not Met
Date of Hire: 07/17/2014	

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 11

Not Met

Date of Hire: 10/01/2018

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff Credentials Reviewed: 8**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 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.

591-1-1-.33 Staff Training**Not Met****Technical Assistance**

591-1-1-.33(2) - Please ensure that the center's Orientation form has all required items listed. Consultant provided a copy of a sample Orientation form.

Correction Deadline: 2/18/2022**Comment**

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

Finding

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based an administrative review that four of 10 staff members did not have evidence of required annual training for 2021.

POI (Plan of Improvement)

The Director had already registered all staff to enroll in training and will monitor that training is completed as required. The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 12/31/2022**Recited on 2/17/2022**

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

Discussed that all lead staff who do not already have one of the required credentials, must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

Additionally, the Center needs to maintain the lead teacher's professional development plan in the file and available for inspection by Department staff upon request.

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**

Adequate supervision observed on this date.

Comment

Discussed with the provider supervision practices in rooms A and B that were U-shaped, and supervision during bathroom use for room C.