



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

Date: 7/24/2023 **VisitType:** Complaint Closure

CCLC-3023

Open Arms Lutheran Child Development Center of Buckhead
 4000 Roswell Rd Atlanta, GA 30342 Fulton County
 CCLC-3023 barbara.collins@openarmsbuckhead.org

CCS Coordinator

Princess Walton
 Phone: (770) 357-7030
 Fax: (770) 357-7029
 princess.walton@dec.al.ga.gov

Mailing Address
 Same

Quality Rated: ★ ★

Compliance Zone Designation		
07/24/2023	Complaint Closure	Good Standing
07/13/2023	Incident Investigation Closure	Good Standing
07/11/2023	Complaint Investigation Follow Up	Good Standing

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.

Comments


The purpose of this visit is to conduct a complaint investigation and to follow-up to previous visit.

Advisement of Potential for Repeated Rule Violations during Pending Investigations

This report shall serve as official notice of potential rule violations. These potential rule violations have been detailed in this report and discussed with you by the consultant. The department shall conduct a thorough investigation to determine if in fact the alleged rule violation(s) should or should not be substantiated. Please be aware that the investigation may take some time to be finalized to ensure fairness and accuracy. During this investigation period, any violations of an identical rule or rules will require the department to treat any and all substantiated rule violations identified in the investigation as repeated rule violation(s).

Further, from time to time the department discovers additional rule violations during the course of an investigation. If there are new rule violation(s), your consultant shall inform you of the violation(s) as soon as possible. However, as stated above, any violations of identical rule(s) will require the department to treat any and all additional rule violations identified in the investigation as repeated rule violations.

All rule violations found in relation to a complaint or incident investigation will be associated with the date the investigation was closed.



Please refer to the website, <http://www.dec.al.ga.gov/CCS/RulesAndRegulations.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

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)

I have read and understand the Rules and Regulations for Child Care Learning Centers, 591-1-1. I acknowledge that the items noted in this report have been discussed with me and I have agreed to a Plan of Improvement (POI) as indicated in this report. I understand that correction of these deficiencies, while required, will not necessarily prevent DECAL from taking adverse action against this facility. I understand that if I disagree with any of the deficiencies cited, I have the right to refute them on this report or any other form that I choose to send to Child Care Services.

Barbara Collins Hopkins, Program Official

Date

Princess Walton ,CCS Coordinator

Date



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Summary Report

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The following information is associated with a Complaint Closure:

Policies and Procedures

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

Not Met

Finding Associated with Complaint

591-1-1-.21(1)(a-o) requires the Center to establish and implement written policies and procedures that describe the Center's operations as follows: a) services to be provided, ages of children served, days and times of operations and days and times closed; b) enrollment and admission requirements specifying Parents' responsibilities for supplying needed information and escorting the child to and from the Center; c) a fee and payment schedule with standard fees, fees related to absences and vacations and other fees such as for transportation and late fees; d) Center's transportation and field trip services; e) administration of medication and Parent notification of adverse reactions to prescribed medication; f) Parental notification in cases of illness/injury and exclusion of sick children; g) Parental notification when a notifiable communicable disease is present; h) handling of medical emergencies; i) meals and snacks served, including guidelines for food brought from child's home; j) access by the Parents to all Center areas used by the child; k) child abuse reporting law requirements; l) behavior management and discipline actions used; m) nondiscrimination statement; n) Center sponsored religious and cultural activities; and o) diapering, toilet training and feeding procedures. It was determined On June 19, 2023, the director replied to a message from parent stating that the three-year-old child had been withdrawn from the center on June 6, 2023 the same day that the parent was asked to leave. The parent was unaware that the child had been withdrawn and that the center shouldn't have withdrawn the child. The center did not provide the parent with a withdrawn letter. The parent was not contacted or informed that the child had been withdrawn.

POI (Plan of Improvement)

The Center will revise their policies and procedures to include all required information and update as needed.

Correction Deadline: 7/28/2023