



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: 9/30/2021 **VisitType:** Licensing Study

Arrival: 10:00 AM

Departure: 11:25 AM

CCLC-133

Sheltering Arms - Welcome All

4365 Welcome All Road Atlanta, GA 30349 Fulton County
 (404) 209-1897 erevell@shelteringarmsforkids.com

Regional Consultant

Stacy Whitten

Phone: (770) 405-7920

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Joint with: Erica Johnson

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.
09/30/2021	Licensing Study	Good Standing	
03/23/2021	Monitoring Visit	Good Standing	
09/23/2020	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	# 1 infants	Infants	2	6	C	20	C	NA	NA	Floor Play
Main	# 10		0	0	C	28	C	NA	NA	
Main	# 11 - Pre-K	PreK	2	15	C	28	C	NA	NA	Centers
Main	# 12		0	0	C	28	C	NA	NA	
Main	# 14- threes	Three Year Olds	2	11	C	28	C	NA	NA	Transitioning
Main	# 15 threes	Three Year Olds	2	7	C	28	C	NA	NA	Centers
Main	# 16 threes		0	0	C	28	C	NA	NA	
Main	# 2 infants		0	0	C	20	C	NA	NA	
Main	# 3 toddler 1		0	0	C	20	C	NA	NA	
Main	# 4 toddler 1		0	0	C	20	C	NA	NA	
Main	# 5 - Two-years	Two Year Olds	1	6	C	20	C	NA	NA	Nap
Main	# 6 -two year	Two Year Olds	1	3	C	20	C	NA	NA	Nap
Main	# 7 Pre-K	Two Year Olds	2	9	C	28	C	NA	NA	Nap
Main	# 8 Pre-K		0	0	C	28	C	NA	NA	
Main	# 9 - Pre-K	PreK	1	7	C	28	C	NA	NA	Transitioning
Main	#13 - threes		0	0	C	28	C	NA	NA	

Total Capacity @35 sq. ft.: 400

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 64

Total Capacity @35 sq. ft.: 400

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infants	20	C


Main	Three-year-old	72	C
Main	Toddler/Two	62	C

Comments

An Administrative Review was conducted on September 30, 2021. Staff files, children’s files, training, and background checks were all reviewed. A virtual inspection was conducted on September 9, 2021 with the Provider. A one day letter was left on this visit.



Plan of Improvement: Developed This Date 09/30/2021

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.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

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.al.ga.gov/>
 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.al.ga.gov

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.al.ga.gov.

- 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.al.ga.gov/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.



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

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

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

Comment
 Parent agreements observed obtained/completed.

Comment
 Parent authorizations obtained/completed.

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.

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

591-1-1-.26 - 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. Fall zones and resilient surface.

The playground was not observed during the virtual visit, due to connectivity issues.

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

Discussed new revision to restricted food rule which states: 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.

Comment

591-1-1-.15(2) - 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.

Correction Deadline: 9/30/2021

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**

The visit was conducted virtually due to COVID 19. Proper hand washing of children and staff was discussed with the director on this date.

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

The Provider currently does not dispense/administer medication.

Policies and Procedures

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

Met

Comment

591-1-1-.21(1)(p) - During the virtual walk through of the program, Consultant discussed Emergency Preparedness plans and updating them on a regular basis, as well as observed posted plans.

Correction Deadline: 10/5/2021

Safety

591-1-1-.11 Discipline(CR)

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director/Provider on this date.

Comment

Age-appropriate discussion and/or redirection observed.

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

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 30

Records with Missing/Incomplete Components: 2

Staff # 1	Not Met
Date of Hire: 08/07/2014	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 2	Met
Date of Hire: 06/21/2021	
Staff # 3	Met
Date of Hire: 03/07/2006	
Staff # 4	Met
Staff # 5	Met
Date of Hire: 09/07/2017	

Staff # 6 Date of Hire: 04/02/2007	Met
Staff # 7	Met
Staff # 8 Date of Hire: 08/11/2011	Met
Staff # 9	Met
Staff # 10	Met
Staff # 11	Met
Staff # 12 Date of Hire: 08/11/2021	Not Met
<u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 13	Met
Staff # 14	Met
Staff # 15	Met
Staff # 16 Date of Hire: 04/26/2021	Met
Staff # 17 Date of Hire: 11/09/2020	Met
Staff # 18 Date of Hire: 10/05/2019	Met
Staff # 19 Date of Hire: 07/21/2008	Met
Staff # 20 Date of Hire: 07/09/2021	Met
	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 21 Date of Hire: 02/19/2016	Met
Staff # 22	Met

Records Reviewed: 30

Records with Missing/Incomplete Components: 2

Staff # 23 Date of Hire: 09/11/2019	Met
Staff # 24 Date of Hire: 07/05/2019	Met
Staff # 25 Date of Hire: 07/28/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 26	Met
Staff # 27 Date of Hire: 08/14/2018	Met
Staff # 28 Date of Hire: 07/14/2020	Met
Staff # 29	Met
Staff # 30	Met

Staff Credentials Reviewed: 8

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

Not Met

Comment

Director provided two file(s) for employees hired since last visit.

Finding

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on a review of records that two employees, employee number one, with a hire date of August 7, 2014 and employee number 12, with a hire date of August 11, 2021 had satisfactory comprehensive background check letters that had not been ported to the center. Employee number one was not observed to be present during the virtual visit portion of the visit, however employee number 12 was observed to be present in classroom 11.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will review background check rules and portability requirements to ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will port the employees background check letters to the center's KOALA account or send them to get new background check letters prior to being present at the center, to ensure CRC rules are maintained.

Correction Deadline: 9/30/2021

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

Discussed new revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.

Comment

Staff observed to provide direct supervision and be attentive to children's needs.