



**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:** 1/13/2023    **VisitType:** Licensing Study    **Arrival:** 10:55 AM    **Departure:** 3:30 PM

**CCLC-49701**

**CHI Montessori Academy, INC**

2295 Benjamin Mays Drive, SW Atlanta, GA 30311 Fulton County  
(678) 515-8368 ssuitt@bellsouth.net

**Regional Consultant**

Lajuana Williams

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**Mailing Address**

Same

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>		
01/13/2023	Licensing Study	Good Standing
03/07/2022	Licensing Study	Good Standing
07/23/2021	Monitoring Visit	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.

**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- 12mths - 35 mths	Infants and One Year Olds	2	9	C	19	C	NA	NA	Floor Play,Nap
Main	B-12 mths- 35mths	One Year Olds and Two Year Olds	2	11	C	18	C	NA	NA	Floor Play,Lunch,Transitioning
Main	C-6wks-12mths	One Year Olds and Two Year Olds	2	12	C	8	NC	NA	NA	Floor Play
Main	D/3-5 yrs	Five Year Olds and Six Year Olds and Over	1	8	C	21	C	NA	NA	Transitioning,Lunch
Main	E/3-5 yr olds	Two Year Olds and Three Year Olds and Four Year Olds and Five Year Olds	2	15	C	27	C	NA	NA	Lunch
Main	F- 6 - 9 yrs old	Two Year Olds and Three Year Olds and Four Year Olds and Five Year Olds	2	16	C	25	C	NA	NA	Floor Play
Main	G upstairs	Three Year Olds and Four Year Olds and Five Year Olds	2	15	C	10	NC	NA	NA	Story
Total Capacity @35 sq. ft.: 128						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 86						Total Capacity @25 sq. ft.: 0				


Building	Playground	Playground Occupancy	Playground Compliance
Main	A- 6wks- 35 mths	20	C

**Comments**

LS conducted this date

Plan of Improvement: Developed This Date 01/13/2023

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).

	<p>Please refer to the website, <a href="http://www.dec.ga.gov/CCS/RulesAndRegulations.aspx">http://www.dec.ga.gov/CCS/RulesAndRegulations.aspx</a> , for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,</p> <ul style="list-style-type: none"><li>• 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</li><li>• New clearance is required at least once every five years</li><li>• Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance</li><li>• All staff members are required to have completed at least a national fingerprint based clearance check</li><li>• 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</li><li>• Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee</li></ul>
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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](http://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)

	
<p><b>Important Quality Rated/CAPS Update:</b></p> <p>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.</p> <p><b>Contact the Quality Rated help desk at 1 855-800-7747 or <a href="mailto:qualityrated@dec.ga.gov">qualityrated@dec.ga.gov</a> for more information. Free technical assistance is available!</b></p>	

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Sharon Suitt, Program Official

Date

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Lajuana Williams, 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**

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

**Comment**

Discussed rotating toys to support the procedures of daily disinfecting.

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

**N/A**

**Comment**

Center does not provide swimming activities.

**Children's Records**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.08(1) - Please ensure the following is maintained for all authorized release persons: Name, address, telephone number, relationship to the child, relationship to the parent/guardian and other identifying information.

**Correction Deadline: 1/13/2023**

**Facility**

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

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

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

No hazards observed accessible to children on this date.

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**591-1-1-.26 Playgrounds(CR)****Defer****Defer**

591-1-1-.26(8)-Resilient surface material was wet and could not be measured this date. This rule will be evaluated on the next regulatory visit.

**POI (Plan of Improvement)**

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

**Correction Deadline: 3/17/2022****Technical Assistance**

591-1-1-.26(9) Please ensure loose pieces of the plastic liner maintained on the ground in the front left and right side play area is cut, removed or covered to prevent a tripping hazard. Discussed area could be covered and possibly used as a seating/activity area.

**Correction Deadline: 1/13/2023**

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**Food Service**

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**591-1-1-.18 Kitchen Operations****Not Met****Finding**

591-1-1-.18(5) requires the refrigeration of all perishable and potentially hazardous foods at 40 degrees Fahrenheit or below and served promptly after cooking. Freezer temperature shall be maintained at zero (0) degrees Fahrenheit or below. It was determined based on observation that the freezer was maintained at 0 degrees or below.

**POI (Plan of Improvement)**

The Center will refrigerate foods as required, will train Staff on proper refrigerator and freezer temperature settings and monitor the settings. Food will be served promptly after cooking.

**Correction Deadline: 1/13/2023**

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**Health and Hygiene**

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

Staff state proper knowledge of diapering procedures.

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

Staff were observed to remind children to wash hands.

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

The Provider currently does not dispense/administer medication.

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**Policies and Procedures**

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**591-1-1-.21 Operational Policies & Procedures****Not Met****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 the observation of emergency drill documentation that fire drill had not been conducted since February 2022 and a lock down drill and tornado drill had not been conducted within the last six months.

**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: 1/18/2023**

<b>Safety</b>
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**591-1-1-.11 Discipline(CR)****Met****Comment**

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

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**591-1-1-.13 Field Trips(CR)****N/A****Comment**

Center does not participate in field trips at this time.

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**591-1-1-.36 Transportation(CR)****N/A****Comment**

Center does not provide routine transportation.

<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Technical Assistance****Comment**

Discussed SIDS and infant sleeping position.

**Technical Assistance**

591-1-1-.30(2) - Please ensure bottles are not maintained in cribs.

**Correction Deadline: 1/13/2023**

<b>Staff Records</b>
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**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****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 the observation of staff records and Koala Outback that the Criminal Background Check determination was not electronically ported for Staff # 6. The determination and clearance date was observed to be within the preceding 12 months

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - (Corrected on Site) The Center will 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 ensure CRC rules are maintained.

**Correction Deadline: 1/13/2023**

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

**Not Met**

**Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined during an administrative review that based on the observation of staff records that that training was missing for Staff #2, 8., 12 and 14.

**POI (Plan of Improvement)**

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

**Correction Deadline: 2/20/2023**

**Recited on 1/13/2023**

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**591-1-1-.24 Personnel Records**

**Not Met**

**Finding**

591-1-1-.24(1) requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation; It was determined based on the observation of Staff Records that an orientation was not maintained on file for Staff #13.

**POI (Plan of Improvement)**

The Center will secure required information for all Personnel. The Center will ensure that complete information is in the personnel file for all Directors, Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance and other Support Staff.

**Correction Deadline: 1/18/2023**

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

**Met**

**Correction Deadline: 4/6/2022**

**Corrected on 1/13/2023**

**.33(3) - Previous cite corrected.**

**Finding**

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on the observation of Staff records that the credential had expired for #4.

**POI (Plan of Improvement)**

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience. The Center will maintain an education plan on file.

**Correction Deadline: 1/13/2023**

<b>Staffing and Supervision</b>
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**Comment**

Center observed to maintain appropriate staff:child ratios.

**Comment**

Adequate supervision observed on this date.