



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: 1/31/2017 **VisitType:** Monitoring Visit **Arrival:** 1:00 PM **Departure:** 4:00 PM

CCLC-39302

Rocking Chair Daycare

1409 10th Street SW Moultrie, GA 31768 Colquitt County
 (229) 217-0599 myRockingchair@yahoo.com

Regional Consultant

Rena Keene
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 rena.keene@dec.al.ga.gov

Mailing Address

1409 10th st sw
 moultrie, GA 31768

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.
01/31/2017	Monitoring Visit	Good Standing	
08/16/2016	Licensing Study	Good Standing	
01/26/2016	Monitoring Visit	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	A	Infants and One Year Olds and Two Year Olds	2	9	C	12	C	NA	NA	Floor Play, Nap, Feeding
Total Capacity @35 sq. ft.: 12					Total Capacity @25 sq. ft.: 0		Building capacity limited by Insufficient Toilets/Sinks			
Total # Children this Date: 9			Total Capacity @35 sq. ft.: 12		Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	39	C

Comments

The purpose of today's visit was to conduct a Monitoring Visit and follow up on previously cited rule violations. A revised form will be sent to director when technical issue is resolved.

February 6, 2017: Revised copy of Monitoring Visit sent to director. Consultant was unable to complete all rule violations during visit due to a problem with KOALA.

Plan of Improvement: Developed This Date 01/31/2017

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).



Reminder: All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.



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O.C.G.A. Section 42.1.12(j)(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.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.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.

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)

rosie motley, Program Official

Date

Rena Keene, Consultant

Date



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Findings Report

Date: 1/31/2017 **VisitType:** Monitoring Visit **Arrival:** 1:00 PM **Departure:** 4:00 PM

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The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.03 Activities

Not Met

Finding

591-1-1-.03(1) requires the Center to provide a daily planned program of varied and developmentally appropriate activities to promote social, emotional, physical, cognitive, language and literacy growth. Center Staff shall use a variety of teaching methods to accommodate the needs of the children's different learning styles. It was determined by review that no lesson plans were present for review for all ages in care (1 year through eight years of age.) This rule violation had not been corrected as director stated that they had removed information from the walls for painting, but staff were also unable to locate any written plans.

POI (Plan of Improvement)

The Center will plan a program that includes a variety of developmentally appropriate activities that are provided daily, train Staff to use various teaching methods, and monitor both.

Correction Deadline: 2/15/2017

Recited on 1/31/2017

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

Met

Comment

No Swimming Activities Provided

Children's Records

Records Reviewed: 13

Records with Missing/Incomplete Components: 6

Child # 1

Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Allergies and Disabilities

Child # 4 Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Allergies and Disabilities

Child # 9 Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Allergies and Disabilities

Child # 10 Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Allergies and Disabilities

Child # 11 Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Parent Names, Work Numbers

Child # 13 Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Allergies and Disabilities

591-1-1-.08 Children's Records**Not Met****Technical Assistance**

591-1-1-.08 - No signed parental agreements were observed in any of the 13 children's records reviewed. Please be sure that parental agreements are executed and signed by parents and director that state all required information. Director referred to Bright from the Start website.

Finding

591-1-1-.08(a)-(f) requires Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled that includes the following information: (a) child's name, birth date, sex, address, living arrangement, name of school if applicable; (b) names of both Parents, home and work addresses, and home and work telephone numbers; (c) name(s) and addresses of the person(s) to whom the child may be released including address, telephone number, relationship to child and other identifying information; (d) name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; (e) name and telephone number of the child's primary source of health care; and (f) known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined by a review of children's records that required information was missing from six of 15 children's records reviewed. Five children's records did not contain information regarding any allergies and special needs as the pages with this enrollment information was left blank. One additional record did not contain information about the parent's place of employment to include address and telephone numbers.

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 1/31/2017**Recited on 1/31/2017**

Finding

591-1-1-.23(a-f) require Parental authorization at the time of a child's enrollment for the following:

- (a) emergency medical care when the Parent is not available;
- (b) to dispense medication;
- (c) participation in field trips and special activities away from the Center;
- (d) participation in water related activities occurring in water that is more than two feet deep;
- (e) routine transportation to or from school, home or Center; and
- (f) pick up or drop off of a child by someone other than the Parent, including the names of such persons.

Based on a review of children's records, it was determined that two of 13 children did not have an authorization on file signed by a parent to obtain emergency medical information.

POI (Plan of Improvement)

The center will have all required authorizations completed by the parents.

Correction Deadline: 1/31/2017

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

Met

Comment

Licensed Capacity Routinely Met

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

Met

Comment

Reminder-Keep Hazards Inaccessible

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

Not Met

Finding

591-1-1-.26(3) requires that the playground be adjacent to the Center or in an area which can be reached by a safe route or method approved by the Department. Except in School-age Centers, the playground shall have shaded areas. It was determined based on consultant's observation that the route to the playground was not safe. The gate to a pool on the premises was observed not to be closed and locked to prevent children's access to the area. The double gate had a cable running through the openings that had not been locked. Although the outdoor play area itself was enclosed by a fence, the children had to pass through the area where the gate to the pool was located to reach the outdoor play area.

POI (Plan of Improvement)

Director will ensure that the gates to the pool on the premises is kept locked at all times and that the pool is not accessible to the children. Director did lock the gate while consultant was on site.

Correction Deadline: 3/2/2017

Correction Deadline: 8/26/2016

Corrected on 1/31/2017

.26(6) - All swings were observed to be fitting with closed hooks. Additionally, the tarp from the climber had been removed.

Finding

591-1-1-.26(7) requires that climbing and swinging equipment be anchored and have a resilient surface beneath the equipment. The fall-zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on consultant's observation that the two end swings on the set at the rear of the playground did not have an adequate fall zone with the recommended amount of resilient material. The ground beneath the end swings was hard packed and the mulch had worn away from the area beneath the swings. Additionally, the end swing closest to the back fence was positioned too close to the wooden rails enclosing the area containing the resilient material. When used, the swing's arch was directly over the wooden barrier.

POI (Plan of Improvement)

The center will ensure that all areas beneath and in the fall zones of the swings maintain a minimum depth of six inches. Director stated that the swing would be removed and not used by the children.

Correction Deadline: 2/10/2017

Food Service

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

Not Met

Finding

591-1-1-.15(2) requires that for the feeding of children less than one year old the following must be met: 1) a signed written feeding plan from Parent(s); 2) updated instructions as new food are added or changes made; 3) posting of the feeding plan in the child's assigned room; 4) amount of formula or breast milk/food to be given; 5) instructions for introducing solid foods; and 6) notation of any types of commercially premixed formula which may not be given in an emergency. It was determined based on consultant's observation and staff statements that no feeding plans were posted in the classroom for the three infants present.

POI (Plan of Improvement)

The center will secure all required information, and to ensure that all information is on file for future children enrolled, the center will ensure that updated, complete feeding information is obtained from the parents for any infant enrolled and that the feeding plan is posted.

Correction Deadline: 1/31/2017

Health and Hygiene

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

Not Met

Finding

591-1-1-.10(1) requires Centers first licensed after March 1, 1991, and Centers that are renovated after March 1, 1991, to provide ventilation in the diapering areas with functioning exhaust fans and a duct system or by the required operable windows. It was determined []

Previously Cited: 290-2-1-.12(k)2. requires a group day care home first licensed or renovated after April 21, 1991 to have the diapering areas ventilated by means of functioning exhaust fans and a duct system or operable windows. It was determined that there was no such ventilation in the diapering area when the available screened in window area was inadequate in size.

POI (Plan of Improvement)

The responsible person(s) at the center will ensure that the exhaust fans and duct systems are functioning or that the required amount of operable windows is provided in each diapering area.

Previously Cited: To ensure that ventilation for this area is provided, the group day care home will install a ventilation fan in the diapering area or increase the size of the available screened in window space.

Correction Deadline: 2/13/2017

Recited on 1/31/2017

Finding

591-1-1-.10(3)(a) 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 change surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined []

POI (Plan of Improvement)

The director responsible person(s) 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. The director will ensure Center Staff are trained and have adequate supplies to properly clean the diaper changing surface between each diaper change.

Correction Deadline: 3/2/2017

591-1-1-.17 Hygiene(CR)**Met****Correction Deadline: 8/16/2016****Corrected on 1/31/2017****.17(8)(a-d) - Handwashing by staff prior to changing diapers was observed during visit.**

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

Discussed-Documentation/Procedures. Director stated that medications are not administered at the child care center.

Policies and Procedures

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

591-1-1-.21(3) requires that the center conduct and document fire drills monthly and tornado and/or other emergency situations every six months. It was determined based on consultant's observation that a fire drill had not been conducted for the month of January, 2017. Director was asked to produce the fire drill documentation form for the 2016 calendar year, and no fire drills or other required emergency checks were documented for the months of July, August, September, October, November and December in the 2016 calendar year. Although the form was documented as 2015, director stated that it was for 2016 and another form also showed 2015.

POI (Plan of Improvement)

The center will hold the necessary drills on a regular basis and maintain adequate documentation of these drills for two years.

Correction Deadline: 1/31/2017**Recited on 1/31/2017**

Safety

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

No Animals Kept

591-1-1-.11 Discipline(CR)**Met****Comment**

Observed-Positive Learning Environment

591-1-1-.13 Field Trips(CR)**Technical Assistance****Technical Assistance**

591-1-1-.13 - Director stated that she has taken no field trips since last summer when she took a group of school age children to a peach orchard to pick peaches. Director stated that she did not complete field trip documentation at that time. Consultant referred director to the rules regarding field trips and documentation required when field trips are completed.

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

No Routine Transportation Provided

Sleeping & Resting Equipment

Finding

591-1-1-.30(1)(a)3 requires that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. It was determined based on consultant's observation that the two cribs in use were not fitted with tight-fitting sheets. The sheets were observed to be loose fitting with extra material bunched up in places. The sheets in used were designed for full sized cribs, but the cribs in use at the center were a smaller size.

Additionally, one of the sheets was observed to have a large wet stain on it during the time a child who was awake was observed in the crib. Later during the visit, a different child was placed in the same crib.

POI (Plan of Improvement)

The center will ensure that each crib has an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. Consultant advised director to measure the crib mattresses prior to purchasing new sheets and ensure that the sheets obtained were the same size as the mattresses in use.

Correction Deadline: 2/1/2017

Finding

591-1-1-.30(2)(b) requires that Center Staff shall not place objects or allow objects to be placed in or on the crib with an infant such as but not limited to toys, pillows, quilts, comforters, bumper pads, sheepskins, stuffed toys, or other soft items. It was determined based on consultant's observation that objects were allowed in the cribs with infants. During visit, one infant was observed to be asleep in one of two cribs with a quilt placed over the sheet. A blanket and a pacifier attached to a cord was also observed in this crib. Another infant was observed to be awake in the second crib and a blanket was observed in this crib also.

POI (Plan of Improvement)

The center will ensure that no objects are allowed in the cribs with infants. Pacifiers are allowed to be used, but cannot be attached to cords, strings, ribbons or other items and cannot be attached to children's clothing.

Correction Deadline: 2/1/2017

Finding

591-1-1-.30(2)(c) requires that Center Staff shall not attach objects or allow objects to be attached to a crib with a sleeping infant, such as, but not limited to, crib gyms, toys, mirrors and mobiles. It was determined based on consultant's observation that a plastic storage hanger for hold diapers and other items was observed to be attached to a crib that was used by a sleeping infant. This item was also observed attached to the second crib being used by the center.

POI (Plan of Improvement)

The center will remove any objects attached to cribs and be sure that no objects are attached to cribs used by infants.

Correction Deadline: 2/1/2017

Staff Records

Records Reviewed: 4

Records with Missing/Incomplete Components: 2

Staff # 1

Not Met

Date of Hire: 01/17/2017

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.24(d)-Evidence of Orientation Missing

Staff # 2

Not Met

Date of Hire: 10/30/2015

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.24(d)-Evidence of Orientation Missing

591-1-1-.09 Criminal Records Check(CR)

Technical Assistance

Technical Assistance

591-1-1-.09(1)(c) requires the Center to maintain valid evidence of a satisfactory criminal records check for the Director, each Employee and each Provisional Employee of the Child Care Learning Center for the duration of their employment plus one year, such evidence must be made immediately available to the Department upon request. It was determined based on a review of employee records that two staff who were recently hired had not submitted fingerprints and application to obtain a satisfactory criminal background check as required. One employee was hired on January 12, 2017 and the other was hired on January 17, 2017 and Cogent applications have not been made. Fingerprint clearance letters are due to be on file for these employees within 21 days from their hire dates. Letters are due to be on file by February 2, 2017 and February 7, 2017, respectively in order to be present with the children.

Correction Deadline: 2/1/2017

Correction Deadline: 8/17/2016

Corrected on 1/31/2017

.09(1)(g) - Two employees who have been hired since last visit were determined to have submitted to a preliminary local check with a Purpose Code W.

591-1-1-.24 Personnel Records

Technical Assistance

Technical Assistance

591-1-1-.24(d) requires the center to have evidence of required orientation applicable to the position of director or employee. The center did not have documentation to show that all staff had completed orientation. Please be sure that the orientation forms show the items covered and signatures for both the person providing the training and the employee receiving the orientation.

Correction Deadline: 1/31/2017

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Met

Comment

Observed-Appropriate Staff:Child Ratios

591-1-1-.32 Supervision(CR)

Met

Comment

Observed-Adequate Supervision