



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: 6/5/2017 **VisitType:** Monitoring Visit **Arrival:** 2:45 PM **Departure:** 5:15 PM

CCLC-39232

Open Doors Child Development Center

2686 James Road Valdosta, GA 31601 Lowndes County
 (229) 563-0339 rdurden74@bellsouth.net

Regional Consultant

Rena Keene
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 rena.keene@dec.al.gov

Mailing Address
 Same

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.
06/05/2017	Monitoring Visit	Good Standing	
10/03/2016	Licensing Study	Good Standing	
01/28/2016	Monitoring Visit	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	One Room	Infants and One Year Olds and Two Year Olds and Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	2	12	C	12	C	NA	NA	Snack, Transitioning
Total Capacity @35 sq. ft.:			12		Total Capacity @25 sq. ft.:		0			
Total # Children this Date:			12		Total Capacity @35 sq. ft.:		12			
					Total Capacity @25 sq. ft.:		0			


Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground 1	31	C

Comments

The purpose of today's visit was to conduct a Monitoring Visit and to follow up on previously cited rule violations. No new staff had been hired since last visit.

Plan of Improvement: Developed This Date 06/05/2017

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).

	<p>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.</p>
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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), e-mail the following information to CCSRefutations@decal.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://decal.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)

Shula Durden, Program Official

Date

Rena Keene, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.03 Activities

Met

Correction Deadline: 10/3/2016

Corrected on 6/5/2017

.03(3)(b) - Two children who were in confining equipment when consultant arrived were removed after a short period of time. The requirements regarding confining equipment and infants being provided tummy time activities were discussed.

591-1-1-.12 Equipment & Toys(CR)

Not Met

Finding

591-1-1-.12(1)(a) requires each Employee and child in attendance to use all indoor and outdoor furniture, activity materials, and equipment in a safe and appropriate manner. It was determined based on consultant's observation that an infant's car seat/carrier was not used in a safe manner. When consultant arrived for Monitoring Visit on June 5, 2017, an eight month old infant was observed to be in a car seat/carrier that was placed on top of a table.

POI (Plan of Improvement)

The director will ensure center staff are trained in and children are taught the proper use of all furniture, materials and equipment; will implement a plan for this information to be reviewed with both groups on an ongoing basis; and for monitoring proper usage. Car seats and/or carriers will not be used to confine or provide care for infants while present at the center.

Correction Deadline: 6/5/2017

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

Met

Comment

No Swimming Activities Provided

Children's Records

Technical Assistance

591-1-1-.08(p)1. requires Center Staff to ensure that the documentation for the arrival and departure of children includes at least the following information: the date, the child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person at the time of arrival and departure. Please ensure that all children are signed in and out every day and that the records are maintained on file.

Correction Deadline: 6/5/2017

Facility

591-1-1-.06 Bathrooms **Met**

Comment

Monitor for Necessary Supplies

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

Comment

Licensed Capacity Routinely Met

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

Comment

Observation-Center Clean/Well Maintained

591-1-1-.26 Playgrounds(CR) **Not Met**

Technical Assistance

591-1-1-.26 - Please ensure that the grass is cut low enough so that children are able to see any hazards underneath their feet. Rain had been present for several of the previous days prior to the visit.

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 by observation that two of the four seat coverings on the see-saw equipment was worn and torn exposing splintered wood beneath the seat. The seats were also loose and needed to be tightened by the bolts attaching them to the structure. Additionally, the protective cap was missing from one of the bolts that held the seats in place.

POI (Plan of Improvement)

Director will replace or repair the seats on the see-saw. Consultant made suggestions for the repairs or replacement of the seats.

Correction Deadline: 6/12/2017

Recited on 6/5/2017

Food Service

Technical Assistance

591-1-1-.15 - Please ensure that USDA guidelines for meals and snacks are observed for the children in care. Whole milk or 2% can only be served to children who are under two years of age. Non-fat milk or 1% milk must be served to children who are two years of age and older. Also, please note that two components are required for a legitimate snack. Water can be served as a beverage, but cannot be considered the second required component.

Technical Assistance

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. Please be sure that infant feeding plans are updated as needed and posted in the infant area.

Correction Deadline: 6/5/2017

591-1-1-.18 Kitchen Operations**Met****Comment**

Kitchen Appears Clean/Well Organized

Health and Hygiene

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

591-1-1-.10 - Diapering requirements discussed. Please be sure that the diapering surface is cleaned with soap and water after each use, then disinfected with a solution to sanitize the area. The surface should finally be wiped with a single use cloth before the surface is used again.

591-1-1-.17 Hygiene(CR)**Not Met****Finding**

591-1-1-17(7)(a-d) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids; after contamination by any other means. It was determined based on consultant's observation that children were not washing their hands as required. It was observed that there was no soap used after all children except the infant, went to the bathroom. Director stated that she had run out of supplies and that was the reason that there was no soap being used.

POI (Plan of Improvement)

To ensure proper handwashing by children, the center will ensure that soap is available and that all children wash their hands with liquid soap and warm running water.

Correction Deadline: 6/5/2017

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

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

Safety

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

Observed-Positive Learning Environment

591-1-1-.13 Field Trips(CR)**Met****Comment**

No Field Trips at This Time

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

No Routine Transportation Provided

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**Not Met****Finding**

591-1-1-.30(1)(b) requires that cots and mats are provided for each child who is two (2) years of age or older and who is required to take a nap. and for each child under the age of two years who can climb out of a crib. It was determined based on consultant's observation that a mat or cot was not available for all children who were two years of age or older. Ten children were present who were two years of age and older, but only nine cots were available.

POI (Plan of Improvement)

The center will ensure that cots and mats are provided for each child who is two (2) years of age or older and who is required to take a nap. and for each child under the age of two years who can climb out of a crib.

Correction Deadline: 6/19/2017

Staff Records

Records Reviewed: 3**Records with Missing/Incomplete Components: 3**

Staff # 1

Not Met

Date of Hire: 10/05/2005

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 2

Not Met

Date of Hire: 01/01/2015

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 3

Not Met

Date of Hire: 08/28/2006

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

591-1-1-.09 Criminal Records Check(CR)**Not Met****Comment**

No new hires

Finding

591-1-1-.09(1)(e) requires every Employee hired before January 1, 2014 have either a satisfactory Preliminary Records Check Determination or a satisfactory Fingerprint Records Check Determination on file and requires that Employees hired before January 1, 2014 that have only a satisfactory Preliminary Records Check Determination on file to obtain a Fingerprint Records Check Determination before January 1, 2017. It was determined based on a review of staff records that one of three adults present at the center did not have evidence of a satisfactory background check on file. An application form was observed to be in the staff record, but consultant was unable to locate evidence of a check in KOALA. A one-day letter was left with the director.

POI (Plan of Improvement)

Director will call the number to the DECAL legal office shown on the Records Check application. Evidence of a satisfactory background check will be obtained before adult is allowed to be at the center when children are present.

Correction Deadline: 6/5/2017

591-1-1-.14 First Aid & CPR**Not Met****Finding**

591-1-1-.14(1) requires the Center Director to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid that is conducted by certified or licensed health care professionals and deals with the provision of emergency care to infants and children. In addition, at least fifty percent (50%) of the caregiver Staff shall have completed such training at any given time. It was determined based on staff statements and a review of staff records that the director did not have current certification of CPR and First Aid. Additionally, two other adults who were present with the children did not the required CPR and First Aid training and were employed prior to September 1, 2016.

POI (Plan of Improvement)

The Center director and at least 50% of the caregiver Staff will complete the needed training. The director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time.

Correction Deadline: 7/19/2017

Finding

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises 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 based on consultant's observation and a review of staff records that no adult was present with the 12 children who were in care during Monitoring Visit on June 5, 2017.

POI (Plan of Improvement)

The center director 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: 7/19/2017

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

Correction Deadline: 10/3/2016

Corrected on 6/5/2017

.24(d) - Orientation forms were observed to be in all staff files. Please see Technical Assistance regarding this rule number.

Technical Assistance

591-1-1-.24(d) - The orientation form for one adult who was identified by the director as a Volunteer did not show by check mark that all required items had been reviewed with this staff. Please ensure that all required information is reviewed with all adults who have child care responsibilities and that this is indicated on the form.

Correction Deadline: 6/5/2017

Finding

591-1-1-.33(5) requires ten clock hours of annual training for supervisory and caregiver Staff, except for independent contractors, Students-in-Training and volunteers, in the subjects of early childhood education, child development or subjects related to the position. It was determined based on a review of staff records that neither of the two full time employees had received the required ten hours of ongoing training during the 2016 calendar year.

POI (Plan of Improvement)

The center will plan and schedule the required 10 hours of ongoing training each year and follow up to ensure the training is completed.

Correction Deadline: 7/19/2017

Staffing and Supervision

Comment

Observed-Appropriate Staff:Child Ratios - Please see comments in the Supervision section.

Technical Assistance

591-1-1-.32(7) requires that children be supervised at all times. The persons supervising in the child care area must be alert and able to respond promptly to the needs and actions of the children. Staff must meet the minimum qualifications for the position that they hold. Please ensure that any volunteers who are utilized to meet staff to child ratios met the requirements of caregiver staff. If a volunteer is not capable of providing direct supervision as required, and meet all other requirements for caregiving staff, then that adult cannot be considered in the staff to child ratios.

Correction Deadline: 6/5/2017