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: 8/15/2017 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 3:45 PM

CCLC-31300
Children Under Construction
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Same

Compliance Zone Designation		
08/15/2017	Licensing Study	Good Standing
02/21/2017	Monitoring Visit	Good Standing
11/28/2016	Licensing Study	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	Rm A-1st floor- 6wks-18 mo	Infants and One Year Olds	1	6	C	7	C	NA	NA	Feeding
Main	Rm B-1st floor 17-23 mo		0	0	C	10	C	NA	NA	Not In Use
Main	Rm C-1st floor 12-18 mo	One Year Olds	1	7	C	8	C	NA	NA	TV
Main	Rm D-1st floor 2's	Two Year Olds	1	4	C	13	C	NA	NA	Free Play
Main	Rm E-1st floor 2's	Two Year Olds	1	8	C	11	C	NA	NA	Centers
Main	Rm F-2nd Floor-School-age		0	0	C	33	C	NA	NA	Not In Use
Main	Rm G-2nd floor - 4's	Three Year Olds and Four Year Olds	2	22	C	26	C	NA	NA	Centers
Main	Rm H-2nd floor - 3's		0	0	C	17	C	NA	NA	Not In Use
		Total Capacity @35 sq. ft.: 125			Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 47		Total Capacity @35 sq. ft.: 125			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A: 6wk-19 mo	21	C
Main	Playground B: 20-36 mo	26	C
Main	Playground C: 4-12yrs	59	C

Comments
Routine Transportation/ Afterschool was observed.

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(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)

Shaurina Dudley, Program Official Date

Ashley Cunningham, Consultant Date

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Findings Report

Date: 8/15/2017 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 3:45 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities **Not Met**

Finding
Previously Cited: 591-1-1-.03(3)(g) requires Center Staff to develop a daily schedule for each group to reflect routines and activities that is flexible but routinely followed to provide structure. The schedule must be posted in each group's room or area and made available to Parent(s) upon request. It was determined based on the consultant observation that all classes were not following their schedule in that four out of six classes were watching television and not follow the schedule posted. One class did not have a posted schedule.

591-1-1-.03(13) requires Center Staff to develop a daily schedule for each group to reflect routines and activities that is flexible but routinely followed to provide structure. The schedule must be posted in each group's room or area and made available to Parent(s) upon request. It was determined based on observation that in Room C based on the posted schedule that the children were to be engaged in music but was made to sit at the table with one toy and watch television.

POI (Plan of Improvement)
Previously Cited: The Center will develop a daily schedule for each age group, post the schedule in each room, and make it available to parents upon request. The Center will train Staff and monitor to ensure the schedules are followed and remain posted.

The Center will ensure that the posted schedule is followed if there requires no changes to be made based on the day.

Correction Deadline: 8/15/2017

Recited on 8/15/2017

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

Comment
Observed-Variety Throughout Center

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

Comment
No Swimming Activities Provided

Children's Records

Records Reviewed: 5 **Records with Missing/Incomplete Components: 5**

Child # 1 Not Met

"Missing/Incomplete Components"

.08(c)-Address of Release Person Missing,.08(a)-(f)-Allergies and Disabilities

Child # 2 Not Met

"Missing/Incomplete Components"

.08(c)-Address of Release Person Missing,.08(a)-(f)-Doctor, Clinic, Phone Numbers

Child # 3 Not Met

"Missing/Incomplete Components"

.08(c)-Address of Release Person Missing,.08(a)-(f)-Allergies and Disabilities

Child # 4 Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Allergies and Disabilities,.08(c)-Address of Release Person Missing,.08(1)(b)-Work Address Missing

Child # 5 Not Met

"Missing/Incomplete Components"

.08(c)-Address of Release Person Missing,.08(a)-(f)-Doctor, Clinic, Phone Numbers

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

Finding
591-1-1-.08(1) requires the 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. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on observation of five children files that all five files were incomplete.

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: 8/15/2017

Evening Care

591-1-1-.32 Staffing/Supervision(CR) **Met**

Comment
Center is in compliance with evening care rules.

Facility

591-1-1-.06 Bathrooms **Technical Assistance**

Correction Deadline: 2/24/2017

Corrected on 8/15/2017
.06(4) - Previous citaiton observed corrected.

Technical Assistance
591-1-1-.06(7) -Please ensure that the boys bathroom in Room F is cleaned thoroughly. There was a strong urine smell in that bathroom. Consultant suggested replacing the based boards and wiping the walls daily.

Correction Deadline: 8/15/2017

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

Comment
Licensed Capacity Routinely Met

591-1-1-.25 Physical Plant - Safe Environment(CR) **Not Met**

Comment
Reminder-Keep Hazards Inaccessible

Finding
591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that in Room G there was a mop and bucket stored in the bathroom and in Room C there was a small tube of neosporin stored in a child's back pack.

POI (Plan of Improvement)
The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 8/15/2017

Finding
591-1-1-.25(3) requires that the Center and surrounding premises be clean, free of debris and in good repair. It was determined based on observation that the following was observed:

-Room F by the boys bathroom there was peeling paint on the wall and a broken toilet lid.
-Room H there was a hole in the bathroom floor between the toilets measuring at approximately six inches in length and two inches in width.

POI (Plan of Improvement)
To ensure the cleanliness, sanitation and safety of the environment, the center repair the wall or cover the peeling paint. repair the toilet lid, repair the hole in the floor.

Correction Deadline: 8/31/2017

Recited on 8/15/2017

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

Comment
Discussed-Fluff/Redistribute Surface

Correction Deadline: 2/22/2017

Corrected on 8/15/2017
.26(4) - Previous citaiton corrected.

Correction Deadline: 3/3/2017

Corrected on 8/15/2017
.26(7) - Previous citation corrected

Finding
Previously Cited: 591-1-1-.26(8) requires the playground to be kept clean, free of litter and hazards. It was determined based on the consultant observation that the following areas on the playgrounds were found to be hazards to children:

Playground A: Broken waffle block with sharp edges
Playground C: Roots exposed throughout the grounds, Exposed cement at the red pole with blue top

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that the following areas on the playgrounds were found to be hazards to children:

Playground A: Weeds needed to be cut, ant pile by the swing set, cracked red waffle block.
Playground B: Weeds needed to be cut
Playground C: Mushrooms under bush by front fence, ant pile by swing set.

POI (Plan of Improvement)
Previously Cited: To ensure the cleanliness, sanitation and safety of the playground, the center will review all hazards listed above and correct them by removing the broken waffle blocks and coving the roots and cement with mulch.

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 8/18/2017

Recited on 8/15/2017

Food Service

591-1-1-.15 Food Service & Nutrition **Not Met**

Finding
591-1-1-.15(3) requires baby bottles and formula to be labeled with the individual child's name; supplied by the Parent daily in bottles; and refrigerated at a temperature of forty (40) degrees Fahrenheit or less. Only the current day's formula or breast milk shall be served. If formula must be provided by the Center, only commercially prepared, ready-to-feed formula shall be used. Refrigerated or frozen breast milk shall only be heated or thawed under warm running water or in a container of warm water. It was determined based on observation that three bottles were not labeled in the Room A.

POI (Plan of Improvement)
The Center will train Staff to follow the required procedures, ensure that parents are fully informed, and will review and monitor regularly.

Correction Deadline: 8/15/2017

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR) **Not Met**

Finding
591-1-1-.10(4) 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 changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined based on observation that there were small tears in the changing pad in Room A.

POI (Plan of Improvement)
The Center will ensure to place a smooth, nonporous changing in the room.

Correction Deadline: 8/15/2017

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

Finding
)591-1-1-.17(7)(a) requires washcloth handwashing be used only for infants when the infant is too heavy to hold or cannot stand safely and for children with special needs; requires that an individual washcloth be used only once for each child before laundering. It was determined based on observation that in Room A the infants hands were being wiped with baby wipes and not washed liquid soap and warm water after diapering.

POI (Plan of Improvement)
The Center will train Staff on how to correctly use washcloth handwashing and ensure infants hands are being washed with liquid soap and water.

Correction Deadline: 8/15/2017

591-1-1-.20 Medications(CR) **Not Met**

Finding
591-1-1-.20(4) requires the Center to keep medication in a cabinet or container that is locked or otherwise not accessible to the children and to be stored separate from cleaning chemicals, supplies or poisons. Medications requiring refrigeration shall be placed in a leak-proof container in a refrigerator that is not accessible to the children. It was determined based on observation that medication was accessible to children in Room C in that there was a bottle of infant advil in a child's diaper bag.

POI (Plan of Improvement)
The Center will train Staff on the safe and proper storage of medication and monitor to ensure that the rule is met.

Correction Deadline: 8/15/2017

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Technical Assistance**

Technical Assistance
591-1-1-.21(1)(p) - Updated Fire Drill Form and Emergency Response Plan was emailed to the center. Center will ensure to have the forms posted.

Correction Deadline: 8/20/2017

591-1-1-.27 Posted Notices **Met**

Correction Deadline: 2/21/2017

Corrected on 8/15/2017
.27(g) - Previous citaiton corrected.

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
Observed-Complete Documentation

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR) **Met**

Comment
Discussed-SIDS/Infant Sleeping Position

Comment
Observed-Pleasant Naptime Environment

Staff Records

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

Comment
Criminal Records Check complete

Correction Deadline: 2/21/2017

Corrected on 8/15/2017
.09(1)(a) - Previous citation corrected.

Correction Deadline: 2/21/2017

Corrected on 8/15/2017
.09(1)(e) - Previous citation corrected.

591-1-1-.33 Staff Training **Not Met**

Finding
591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on observation that one staff had not completed their annual training for 2016.

POI (Plan of Improvement)
The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 9/14/2017

591-1-1-.31 Staff(CR) **Not Met**

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 observation on observation of staff files that all classrooms did not have lead teachers with credential or variance on file.

POI (Plan of Improvement)
A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience.

Correction Deadline: 1/1/2018

Recited on 8/15/2017

Finding
591-1-1-.31(2)(b)7. prohibits the teachers/lead caregivers from making any material false statements concerning qualifications requirements either to the Department or the proposed licensees. It was determined based on observation that the center had false documents for lead teacher credentials.

POI (Plan of Improvement)
The Center will obtain such a statement from each Employee.

Correction Deadline: 8/15/2017

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

Correction Deadline: 2/21/2017

Corrected on 8/15/2017
.32(7) - Previous citaiton corrected.