



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: 11/14/2017 **VisitType:** Licensing Study **Arrival:** 2:10 PM **Departure:** 5:55 PM

CCLC-10890

Almost Home Childcare

1267 Hillandale Road Lawrenceville, GA 30046 Gwinnett County
 (770) 682-6500 asktrina1@bellsouth.net

Regional Consultant

Tamra Thomas

Phone: (770) 405-7962
 Fax: (404) 591-6172
 tamra.thomas@decal.ga.gov

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.
11/14/2017	Licensing Study	Good Standing	
05/10/2017	Licensing Study	Good Standing	
10/05/2016	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	A front office		0	0	C	4	C	NA	NA	
Main	B Back right		0	0	C	4	C	NA	NA	
Main	C back Lft	Infants and One Year Olds	1	6	NC	5	NC	NA	NA	Snack
Main	D Frnt End	Three Year Olds and Four Year Olds	1	9	C	9	C	12	C	Snack
Main	E Front	Two Year Olds	1	6	C	7	C	10	C	Snack, Transitioning
Main	Frnt Left	Two Year Olds	1	8	C	6	NC	NA	NA	Transitioning
Total Capacity @35 sq. ft.: 32			Total Capacity @25 sq. ft.: 32			Building capacity limited by Fire Marshall Limitations				
Total # Children this Date: 29			Total Capacity @35 sq. ft.: 32			Total Capacity @25 sq. ft.: 32				
						Building @25 capacity limited by Fire Marshall Limitations				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	167	C

Comments

The provider will print the updated 2017 DECAL rules and regulation handbook.

Plan of Improvement: No Plan Developed

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.

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.

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)



Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

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

Katrina Williams, Program Official

Date

Tamra Thomas, Consultant

Date



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Findings Report

Date: 11/14/2017 **VisitType:** Licensing Study

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The following information is associated with a Licensing Study:

Activities and Equipment

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

591-1-1-.03(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. It was determined based on observation Class back left and and Front did not have lesson plan available for review on this date.

POI (Plan of Improvement)

The Center will keep current lesson plans on site that include appropriate instruction practices and activities and will have sufficient and varied play and learning equipment and materials to support the activities.

Correction Deadline: 11/20/2017

Recited on 11/14/2017

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

Observed-Variety Throughout Center

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

No Swimming Activities Provided

Children's Records

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

Provider will ensure the Arrival and Departure records include time, parent or authorized person's signature and/or initials.

Correction Deadline: 11/14/2017

Facility

591-1-1-.06 Bathrooms

Not Met

Finding

591-1-1-.06(4) requires a Center first licensed after March 1, 1991, and Centers that remodel or add to existing plumbing facilities, to have the bathroom area fully enclosed and ventilated to the outside of the building with either an open screened window or functioning exhaust fan and duct system and requires Centers without fully enclosed bathrooms to ensure there is adequate ventilation to control odors and adequate sanitation measures to prevent the spread of contagious diseases. It was determined that the bathroom used by the three's and four's was not ventilated to the outside of the building by an open screen window or functioning exhaust fan.

POI (Plan of Improvement)

The center will fully enclose and ventilate bathroom areas, as required, and will provide adequate ventilation and sanitation in bathrooms that are not fully enclosed by a screen window or exhaust fan.

Correction Deadline: 11/20/2017

Recited on 11/14/2017

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

Not Met

Finding

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on observation, Class C back left had six children in a space licensed for five children.

POI (Plan of Improvement)

The Center will limit the number of children in this space to the licensed capacity.

Correction Deadline: 11/14/2017

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(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation there was less than one inch of resilient surface beneath the swing and pull up bars.

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: 11/24/2017

Finding

Previously Cited: 591-1-1-.26(8) requires the playground to be kept clean, free of litter and hazards. 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 Exposed tree roots by the playhouse posed a tripping hazard, broken sticks/acorns were present on the ground, and the wood timbers around the playhouse and pull-up bars were splintered with exposed nails posing a hazard.

POI (Plan of Improvement)

Previously Cited: To ensure the cleanliness, sanitation and safety of the playground, the center will ensure hazards are removed from the playground.

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: 11/17/2017

Recited on 11/14/2017

Food Service

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

Comment

Menu Meets USDA Guidelines

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

Comment

Kitchen Appears Clean/Well Organized

Health and Hygiene

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

Comment

Staff Stated Proper Knowledge

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

Comment

Observed-Staff Remind Children Wash Hand

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

Comment

Provider stated medication is not dispensed at this time.

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) **Met**

Comment

No Field Trips at This Time

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

Correction Deadline: 5/11/2017

Corrected on 11/14/2017

Correction of previous citation. The provider had eight children parent authorizations on file for routine transportation on this date.

Correction Deadline: 5/11/2017

Corrected on 11/14/2017

Correction of previous citation. The provider had Emergency Medical forms on record for eight children transported on this date.

Sleeping & Resting Equipment

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

Not Met

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 staff statement in class back left Infant room crib sheets are laundered weekly on Friday's.

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.

Correction Deadline: 11/15/2017

Staff Records

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

Not Met

Finding

591-1-1-.09(1)(a) requires the Center to ensure that every Director, Employee and Provisional Employee of the Child Care Learning Center has a satisfactory records check determination before the individual is present at the Center or before the individual resides in a Center. It was determined based on observation of files staff hired October 3, 2017 and September 22, 2016 did not have background check on file.

POI (Plan of Improvement)

The Center will obtain the Required Satisfactory Records Check Determination before an individual is present at the Center while any child is present for care or before residing in a Center.

Correction Deadline: 11/14/2017

Finding

591-1-1-.09(1)(i) requires that if the Center accept a satisfactory determination letter issued by the Department for a potential Director or Employee as evidence of that individual's Satisfactory Records Check Determination, the Records Check Clearance Date must be within the preceding 12 months from the hire date, and the Center does not know or reasonably should not know that the individual's satisfactory status has not changed. It was determined based on a review of records a staff hired October 2, 2017 with a DECAL background check letter dated August 2, 2016, which was past the preceding 12 months from the hire date. The staff does not have a current background check on file on this date.

POI (Plan of Improvement)

The Center will ensure that each potential Employee bringing a satisfactory determination letter issued by the Department has a Satisfactory Records Check Determination that is dated within the preceding 12 months from the hire date. The Center will not employ individual's whose satisfactory status has changed.

Correction Deadline: 11/15/2017

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

Met

Comment

Observed-50% Certified First Aid & CPR

Technical Assistance

Provider will ensure staff application list 10 year history upon employment.

Correction Deadline: 11/19/2017

591-1-1-.33 Staff Training

Met

Correction Deadline: 6/9/2017

Corrected on 11/14/2017

Correction of previous citation. Provider has new staff on this date that will need annual training by one year anniversary date.

591-1-1-.31 Staff(CR)

Met

Comment

Provider has Lead Teachers assigned to each class with required credential or plan in place to meet requirements.

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