



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: 8/1/2018 **VisitType:** Monitoring Visit **Arrival:** 11:45 AM **Departure:** 1:15 PM

CCLC-17706

Melissa's Little Friend's Daycare

13867 Hwy 110 West Hortense, GA 31543 Brantley County
 (912) 473-2688 mel82365@yahoo.com

Mailing Address

13867 hwy 110w
 Hortense, GA 31543

Regional Consultant

Jerica Davis

Phone: (478) 314-9452

Fax: (478) 314-9443

jerica.davis@dec.al.ga.gov

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. 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.
08/01/2018	Monitoring Visit	Good Standing	
03/08/2018	Licensing Study	Good Standing	
08/14/2017	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-Back Right		0	0	C	5	C	NA	NA	
Main	B-Back left	Infants and Two Year Olds	1	4	C	13	C	NA	NA	Nap
Main	C-Entry	Three Year Olds and Four Year Olds and Six Year Olds and Over	1	11	C	17	C	23	C	TV,Nap
Total Capacity @35 sq. ft.: 35			Total Capacity @25 sq. ft.: 41							
Total # Children this Date: 15			Total Capacity @35 sq. ft.: 35							
			Total Capacity @25 sq. ft.: 41							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playgrd-Back left	255	C
Main	Playgrd-Back Rt	25	C
Main	Playgrd-Front	28	C

Comments

The purpose of today's visit is to conduct a monitoring visit.

The director stated that the center does not provide transportation, field trips, swimming activities, or administer any medications.

The center is participating in the Quality Rated program and has earned a rating of one star.

Plan of Improvement: Developed This Date 08/01/2018

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

Melissa Lewis, Program Official

Date

Jerica Davis, Consultant

Date



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

Findings Report

Date: 8/1/2018 **VisitType:** Monitoring Visit **Arrival:** 11:45 AM **Departure:** 1:15 PM

CCLC-17706

Melissa's Little Friend's Daycare

13867 Hwy 110 West Hortense, GA 31543 Brantley County
(912) 473-2688 mel82365@yahoo.com

Mailing Address

13867 hwy 110w
Hortense, GA 31543

Regional Consultant

Jerica Davis

Phone: (478) 314-9452
Fax: (478) 314-9443
jerica.davis@decal.ga.gov

The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.03 Activities

Met

Correction Deadline: 3/8/2018

Corrected on 8/1/2018

.03(2) - This citation was observed to be corrected on this date. Current lesson plans were posted in each classroom.

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

Met

Comment

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

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 2

Records with Missing/Incomplete Components: 0

Child # 1

Met

Child # 2

Met

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

Met

Correction Deadline: 3/8/2018

Corrected on 8/1/2018

.08(1) - This citation was observed to be corrected on this date. All children files observed were complete.

Correction Deadline: 3/8/2018

Corrected on 8/1/2018

.08(6) - This citation was observed to be corrected on this date.

Facility

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

Met

Comment

Licensed capacity observed to be routinely met by center.

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

Technical Assistance

Technical Assistance

Please be mindful to keep items that pose a hazard inaccessible to children. Please ensure to keep brooms and vacuums inaccessible to children in care.

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

Technical Assistance

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

Technical Assistance

Please ensure to inspect the playgrounds for ants before each use.

Correction Deadline: 8/1/2018

Food Service

591-1-1-.18 Kitchen Operations

Technical Assistance

Technical Assistance

Please ensure milk is returned to refrigerator promptly after meals.

Correction Deadline: 8/1/2018

Correction Deadline: 3/8/2018

Corrected on 8/1/2018

.18(7) - This citation was observed to be corrected on this date.

Health and Hygiene

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

Met

Comment

Staff state proper knowledge of diapering procedures.

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

Met

Comment

Proper hand washing observed throughout the center.

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

Met

Comment

The Provider currently does not dispense/administer medication.

Safety

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

Comment

Age-appropriate discussion and/or redirection observed.

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

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Technical Assistance

Please ensure crib sheets are tight-fitting. A crib sheet was observed to not be tight-fitting but was not in use. The teacher changed the crib sheet to a sheet that fit appropriately.

Correction Deadline: 8/1/2018

Staff Records

Records Reviewed: 4

Records with Missing/Incomplete Components: 0

Staff # 1	Met
-----------	-----

Date of Hire: 05/14/2018

Staff # 2	Met
-----------	-----

Date of Hire: 03/30/2012

Staff # 3	Met
-----------	-----

Date of Hire: 01/19/2007

Staff # 4	Met
-----------	-----

Date of Hire: 08/01/1996

Staff Credentials Reviewed: 4

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

Comment

Criminal records checks were observed to be complete.

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

Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

Staffing and Supervision

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

Comment

Center observed to maintain appropriate staff:child ratios.

Comment

Adequate supervision observed on this date.