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: 12/16/2020 **VisitType:** Licensing Study **Arrival:** 12:00 PM **Departure:** 1:00 PM

CCLC-1858

Westwood Day Care Center

508 Ashmore Rd Hinesville, GA 31313 Liberty County
(912) 368-7200 gacuzs@windstream.net

Regional Consultant

Kimberly Stoy

Phone: (678) 747-6836
Fax: (706) 314-7859
kimberly.stoy@decal.ga.gov

Mailing Address
Same

Quality Rated: ★ ★ ★

Compliance Zone Designation		
12/16/2020	Licensing Study	Good Standing
12/18/2019	Complaint Closure	Good Standing
12/18/2019	Complaint Investigation & Monitoring Visit	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
1	Infant 1	Infants	1	4	C	6	C	NA	NA	Floor Play,Nap
1	Infant 2	Infants and One Year Olds	1	4	C	8	C	NA	NA	Nap
1	Infant 3	One Year Olds	1	7	C	8	C	NA	NA	Nap
1	Jr 4	Two Year Olds and Three Year Olds	1	9	C	14	C	NA	NA	Nap
1	Jr. 1		0	0	C	103	C	NA	NA	
1	Jr. 3	Two Year Olds and Three Year Olds	1	9	C	12	C	NA	NA	Nap
1	Jr.2		0	0	C	10	C	NA	NA	
1	Toddler 1		0	0	C	0	C	NA	NA	
1	Toddler 2	One Year Olds and Two Year Olds	1	8	C	0	NC	NA	NA	Nap
		Total Capacity @35 sq. ft.: 161			Total Capacity @25 sq. ft.: 211					
2	Pre K	PreK	2	16	C	0	NC	NA	NA	Nap
2	Preschool 1 & 2	Three Year Olds and Four Year Olds	2	22	C	0	NC	NA	NA	Nap
2	Preschool 3, 4	Three Year Olds and Four Year Olds	1	12	C	0	NC	NA	NA	Nap
2	School age		0	0	C	25	C	34	C	
2	School Age		0	0	C	25	C	35	C	
		Total Capacity @35 sq. ft.: 50			Total Capacity @25 sq. ft.: 211					
Total # Children this Date: 91		Total Capacity @35 sq. ft.: 211			Total Capacity @25 sq. ft.: 211					

Building	Playground	Playground Occupancy	Playground Compliance
1	1 yr. old playground	15	C
1	2 yrs.	27	C
1	3,4 yr playground	41	C
1	Infants	5	C
1	SA playground	62	C

Comments

An Administrative Review was conducted on December 14, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on December 16, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on August 15, 2020 was reviewed during the virtual inspection.

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).

Please refer to the website, http://www.decal.ga.gov/CCS/RulesAndRegulations.aspx , for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

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)

Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

Get started today! Sign up by completing a short online application: https://qualityrated.decal.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@decal.ga.gov

Beverly Rush, Program Official Date	Kimberly Stoy, Consultant Date

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Findings Report

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The following information is associated with a Licensing Study:

Activities and Equipment

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) **N/A**

Comment
Center does not provide swimming activities.

Children's Records

Records Reviewed: 5	**Records with Missing/Incomplete Components: 0**
Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

Comment
Records were observed to be complete and well organized.

Facility

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

Comment
Licensed capacity observed to be met on this date.

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

Comment
No hazards observed accessible to children on this date.

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

Comment
Playground not observed on this date due to inclement weather.

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
Hand washing and sanitizing requirements for diapering were discussed with the Director on this date.

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

Comment
Documentation for medication dispensing observed complete.

Safety

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

Comment
A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director on this date.

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

Comment
Complete documentation of transportation observed.

Sleeping & Resting Equipment

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

Comment
Discussed SIDS and infant sleeping position.

Staff Records

Records Reviewed: 24 **Records with Missing/Incomplete Components: 0**

Staff # 1 Met
Date of Hire: 08/01/2008

Staff # 2 Met

Date of Hire: 10/12/2020

Staff # 3 Met
Date of Hire: 11/02/2020

Staff # 4 Met
Date of Hire: 09/21/2020

Staff # 5 Met
Date of Hire: 01/06/2020

Staff # 6 Met
Date of Hire: 11/16/2020

Staff # 7 Met
Date of Hire: 08/06/1998

Staff # 8 Met
Date of Hire: 09/22/2000

Staff # 9 Met
Date of Hire: 10/05/2020

Staff # 10 Met
Date of Hire: 11/12/2014

Staff # 11 Met
Date of Hire: 03/19/2018

Staff # 12 Met
Date of Hire: 11/17/2017

Staff # 13 Met
Date of Hire: 08/05/2019

Staff # 14 Met
Date of Hire: 05/06/2019

Staff # 15 Met
Date of Hire: 10/26/2020

Staff # 16 Met
Date of Hire: 06/19/2014

Staff # 17 Met
Date of Hire: 10/01/2009

Records Reviewed: 24 **Records with Missing/Incomplete Components: 0**

Staff # 18 Met
Date of Hire: 06/23/1985

Staff # 19 Met
Date of Hire: 09/05/2017

Staff # 20 Met
Date of Hire: 12/04/2017

Staff # 21 Met
Date of Hire: 01/01/1985

Staff # 22 Met
Date of Hire: 08/09/2017

Staff # 23 Met
Date of Hire: 06/16/2011

Staff # 24 Met
Date of Hire: 03/27/2014

Staff Credentials Reviewed: 15

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) **Met**

Comment
Director provided six file(s) for employees hired since last visit. Criminal record checks were complete on this date.

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

Comment
Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on August 15, 2020.

Staffing and Supervision

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

Comment
Center observed to maintain appropriate staff:child ratios.

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

Comment
A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.