



**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:** 8/21/2018    **VisitType:** Complaint Investigation & Monitoring Visit    **Arrival:** 12:50 PM    **Departure:** 5:20 PM

**CCLC-19930**

**5 Star Childcare & Learning Center**

4492 Lilburn Industrial Way South Lilburn, GA 30047 Gwinnett County  
 (770) 806-9212 5starchildcare@gmail.com

**Regional Consultant**

Tasha McDonald

Phone: (770) 344-3353

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tasha.mcdonald@dec.al.gov

**Mailing Address**

220 Ridge Bluff Lane  
 Suwanee, GA 30024

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
08/21/2018	Complaint Investigation & Monitoring Visit	Good Standing	
08/21/2018	Complaint Closure	Good Standing	
03/14/2018	Licensing Study	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	1L Pre-K 1	PreK	2	17	C	31	C	NA	NA	Nap, Transitioning
Main	1R	Three Year Olds	1	12	C	15	C	NA	NA	Nap, Transitioning
Main	2L Pre-K 2	PreK	2	19	C	26	C	NA	NA	Transitioning, Nap
Main	2R Infants	Infants and One Year Olds	2	11	C	15	C	NA	NA	Nap, Floor Play
Main	3r PRE- K 3	PreK	2	15	C	23	C	NA	NA	Transitioning, Lunch
Total Capacity @35 sq. ft.: 110						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 74			Total Capacity @35 sq. ft.: 110			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Left Side	226	C
Main	Right Side	19	C

### **Comments**

The purpose of this visit was to conduct a complaint investigation and monitoring visit and to follow-up on the previous visit completed on March 14, 2018. Consultant discussed Quality Rated, Comprehensive background Check, update in USDA guidelines, update of the existing Emergency Preparedness Plan to include all required topics, conducting lockdown drills every six months in addition to fire drills and tornado drills, changes in provider search and new features in the provider's Koala account.

Plan of Improvement: Developed This Date 08/21/2018

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](http://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@decals.ga.gov](mailto:CCSRefutations@decals.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://decals.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.decals.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@decals.ga.gov](mailto:qualityrated@decals.ga.gov)

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Mahadai Sahid, Program Official

Date

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Tasha McDonald, Consultant

Date



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### Findings Report

**Date:** 8/21/2018 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 12:50 PM **Departure:** 5:20 PM

#### CCLC-19930

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

#### 591-1-1-.03 Activities

Not Met

#### Finding

591-1-1-.03(1) requires the Center to provide a daily planned program of varied and developmentally appropriate activities to promote social, emotional, physical, cognitive, language and literacy growth. Center Staff shall use a variety of teaching methods to accommodate the needs of the children's different learning styles. It was determined based on consultant's observation classroom 1R and classroom 2R did not have a current lesson plan posted.

#### POI (Plan of Improvement)

The Center will plan a program that includes a variety of developmentally appropriate activities that are provided daily, train Staff to use various teaching methods, and monitor both.

**Correction Deadline: 9/4/2018**

**Recited on 8/21/2018**

#### 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: 5**

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

Child # 1

Met

**Records Reviewed: 5**

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

Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

**Met**

**Correction Deadline: 3/14/2018**

**Corrected on 8/21/2018**

**.08(1) - The previous citation was observed to be corrected on this date. Consultant observed five of five children's files to be complete and well organized on this date.**

**Facility**

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

**Met**

**Correction Deadline: 4/13/2018**

**Corrected on 8/21/2018**

**.06(4) - The previous citation was observed to be corrected on this date. Consultant observed classroom 1L and classroom 2L to have the proper ventilation on this date.**

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

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

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

**Not Met**

**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 consultant's observation the following hazardous items were accessible to the children receiving care on this date:

- Classroom 1L: Sunscreen and shaving cream was accessible on a shelf on the teacher's desk.
- Classroom 2L: Adult scissors, bug spray and a stapler were accessible on the teacher's desk area.
- Classroom 1R: Bug spray was accessible on the teacher's desk.

**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. The teachers removed the items during the visit.

**Correction Deadline: 9/4/2018**

**Recited on 8/21/2018**

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

**Met**

**Correction Deadline: 3/24/2018**

**Corrected on 8/21/2018**

**The previous citation was observed to be corrected on this date. Consultant observed the fall zones surrounding the playground equipment to have approximately six inches of resilient surface on this date.**

**Health and Hygiene**

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

**Comment**

Proper diapering procedures observed.

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

**Comment**

Staff were observed to remind children to wash hands.

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**591-1-1-.20 Medications(CR)** **Technical Assistance**

**Technical Assistance**

Consultant discussed proper medication documentation and procedures with the director on this date.

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**Policies and Procedures**

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**591-1-1-.21 Operational Policies & Procedures** **Met**

**Correction Deadline: 3/19/2018**

**Corrected on 8/21/2018**

**.21(3) - The previous citation was observed to be corrected on this date. Consultant observed the center to have complete documentation of emergency drills on this date.**

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**Safety**

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

**Comment**

Age-appropriate discussion and/or redirection observed.

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

**Correction Deadline: 3/15/2018**

**Corrected on 8/21/2018**

**The previous citation was observed to be corrected on this date. Consultant observed the center to have documentation of parental authorization to provide transportation services to the children receiving care on this date.**

**Correction Deadline: 3/15/2018**

**Corrected on 8/21/2018**

**The previous citation was observed to be corrected on this date. Consultant observed the center to have evidence of emergency medical information for children receiving transportation services on this date.**

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**Sleeping & Resting Equipment**

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

**Comment**

Discussed SIDS and infant sleeping position.

## Finding

591-1-1-.30(2) requires the Center to provide a safe sleep environment in accordance with American Academy of Pediatrics (AAP), Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials (ASTM) recommendations as listed in these rules for all infants. Center Staff shall place an infant to sleep on the infant's back in a crib unless the Center has been provided a physician's written statement authorizing another sleep position for that particular infant that includes how the infant shall be placed to sleep and a time frame that the instructions are to be followed. When an infant can easily turn over from back to front and back again, Staff shall continue to put the infant to sleep initially on the infant's back but allow the infant to roll over into his or her preferred position and not re-position the infant. Sleepers, sleep sacks and wearable blankets that fit according to the commercial manufacturer's guidelines and will not slide up around the infant's face may be used when necessary for the comfort of the sleeping infant. Swaddling shall not be used unless the Center has been provided a physician's written statement authorizing its use for a particular infant that includes instructions and a time frame for swaddling the infant. Center Staff shall not place objects or allow objects to be placed in or on the crib with an infant such as but not limited to toys, pillows, quilts, comforters, bumper pads, sheepskins, stuffed toys, or other soft items and shall not attach objects or allow objects to be attached to a crib with a sleeping infant, such as, but not limited to, crib gyms, toys, mirrors and mobiles. It was determined based on consultant's observation that an infant was sleeping with a blanket while in their crib in classroom 2R Infants.

## POI (Plan of Improvement)

The Center will take all steps necessary to provide a safe sleep environment for infants as listed in these rules; will train Staff to follow these rules; and will monitor for compliance.

**Correction Deadline: 8/21/2018**

## Staff Records

**Records Reviewed: 13**

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

Staff # 1	Met
Date of Hire: 06/25/2018	
Staff # 2	Met
Date of Hire: 09/06/2016	
Staff # 3	Met
Date of Hire: 05/24/2016	
Staff # 4	Met
Date of Hire: 03/05/2018	
Staff # 5	Met
Date of Hire: 07/05/2018	
Staff # 6	Met
Date of Hire: 08/06/2015	
Staff # 7	Met
Date of Hire: 10/25/2004	
Staff # 8	Met
Date of Hire: 01/15/2007	

**Records Reviewed: 13**

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

Staff # 9 Date of Hire: 01/03/2018	Met
Staff # 10 Date of Hire: 07/30/2018	Met
Staff # 11 Date of Hire: 01/15/2007	Met
Staff # 12 Date of Hire: 07/30/2018	Met
Staff # 13 Date of Hire: 01/15/2007	Met

**Staff Credentials Reviewed: 13**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.09 - Consultant advised the provider that beginning October 1, 2018:

- That local background checks (with purpose code "W") will no longer be accepted (no more 21-day provisional employment).
- Everyone must have at least a fingerprint-based background check letter before they can be present at the center to care for children.
- The new definition of Provisional Employee includes those with only a satisfactory Fingerprint Records Check Determination. People with this type of clearance are allowed on site, but must be under the direct and continuous supervision of a Director or Employee with a satisfactory Comprehensive Records Check Determination.
- A new comprehensive background check must be run for anyone who has had a lapse of employment in the child care industry that lasts 6 months or longer. (Students-in-Training are considered "employed in the child care industry" if they've been enrolled in a child care related curriculum.)
- Letters will only be accepted at a new facility if they are "ported" electronically.

**Comment**

Criminal records checks were observed to be complete.

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**591-1-1-.33 Staff Training**

**Met**

**Correction Deadline: 3/14/2018**

**Corrected on 8/21/2018**

**.33(1) - The previous citation was observed to be corrected on this date. The previously cited staff members are no longer employed with the center on this date.**

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Correction Deadline: 9/14/2018**

Corrected on 8/21/2018

.31(2)(b)2. - The previous citation was observed to be corrected on this date. The previously cited staff member is no longer employed with the center on this date.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)** **Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.