



**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: 12/7/2018 **VisitType:** Licensing Study **Arrival:** 9:00 AM **Departure:** 12:00 PM

CCLC-23135

Mountain Area Christian Academy

14090 Old Hwy 76 Morganton, GA 30560 Fannin County
(706) 374-6222 dscoggins@macalions.org

Regional Consultant

Candace Gilbert

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Mailing Address
Same

Quality Rated:

Compliance Zone Designation		
12/07/2018	Licensing Study	Good Standing
03/27/2018	Monitoring Visit	Good Standing
09/21/2017	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	A-Room 104	Three Year Olds and Four Year Olds	2	14	C	18	C	NA	NA	Centers
Main	B-Room 105	Two Year Olds and Three Year Olds	1	4	C	17	C	NA	NA	Art
Main	C-Room 106	Three Year Olds	1	4	C	17	C	NA	NA	Centers
Main	D-Room 107	Four Year Olds and Five Year Olds	2	9	C	20	C	NA	NA	Centers
Main	E-Room 108		0	0	C	16	C	NA	NA	Not In Use
Main	F- Room 109		0	0	C	17	C	NA	NA	Not In Use
Main	G- Room 103	One Year Olds	2	6	C	18	C	NA	NA	Art
Total Capacity @35 sq. ft.: 75						Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Fire Marshall Limitations		
Total # Children this Date: 37			Total Capacity @35 sq. ft.: 75			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	49	C

Comments

The purpose of this visit was to conduct a licensing study to follow up to the previous visit conducted.

Plan of Improvement: Developed This Date 12/07/2018

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).



Please refer to the website, <http://www.dec.state.ga.us/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@dec.state.ga.us.

- 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.state.ga.us/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.dec.state.ga.us/>
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.state.ga.us

DeGina Scoggins, Program Official

Date

Candace Gilbert, Consultant

Date



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Findings Report

Date: 12/7/2018 **VisitType:** Licensing Study **Arrival:** 9:00 AM **Departure:** 12:00 PM

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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.

Comment

Equipment and furniture observed to be properly secured, as applicable.

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: 3

Child # 1	Met
Child # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Doctor, Clinic, Phone Numbers	
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Doctor, Clinic, Phone Numbers	
Child # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Doctor, Clinic, Phone Numbers	

Child # 5

Met

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 consultant's review of records that three (3) of five (5) children's records reviewed were missing physicians address on their enrollment forms.

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: 12/7/2018

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)

Met

Comment

Please be mindful to keep items that pose a hazard inaccessible to children. Please ensure that closet doors are locked and that brooms and dustpans are stored appropriately.

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

Technical Assistance

Technical Assistance

591-1-1-.26(9) - Consultant discussed ensuring that black fabric is not coming through the resilient surface. Consultant did not observed black fabric to be a hazard on this date.

Correction Deadline: 12/7/2018

Food Service

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

Met

Comment

Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations

Met

Comment

Program has Food Service Permit. Consultant observed Health Department Score of 100/A from the visit conducted on August 31, 2018.

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 consultant's observation that the diapering pad in Room 103 had a design made by circular perforations and was pourous.

POI (Plan of Improvement)

The Center will ensure there is a smooth, nonporous changing surface that has a guard or rails for safety in each classroom that houses children wearing diapers. Center Staff will be trained and have adequate supplies to properly clean the diaper changing surface between each diaper change.

Correction Deadline: 12/7/2018

Recited on 12/7/2018

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.

Policies and Procedures

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

Technical Assistance

Technical Assistance

591-1-1-.21(3) - Consultant discussed with provider documenting lock down drills separately from Severe weather drills. Provider is conducting drills in conjunction with the private school but is not documenting the lock-down drills under lock-down drills specifically.

Correction Deadline: 12/12/2018

591-1-1-.27 Posted Notices

Met

Comment

Please make sure that all required signs are posted and up to date.

Safety

591-1-1-.05 Animals

Technical Assistance

Technical Assistance

591-1-1-.05(2) - Consultant discussed with provider ensuring that staff check the playground for animals around the fencing of the playground. Program in the private school has a chicken coop adjacent but not attached to the playground where chickens occasionally escape and are close to the fence surrounding the playground where children could have access.

Correction Deadline: 12/7/2018

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

Met

Comment

Staff were observed to maintain a positive learning environment on this date.

591-1-1-.13 Field Trips(CR)**Met****Comment**

Center does not participate in field trips at this time.

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)**Not Met****Finding**

591-1-1-.30(1)(b)1 requires that cots and mats are of sound construction and of sufficient size to accommodate comfortably the size and weight of the child; and that mats are in good repair, washable, covered with a waterproof material and at least two inches (2") thick. It was determined based on consultant's observation in Room 107 several mats had rips and tears in them.

POI (Plan of Improvement)

The Center will ensure that cots and mats are of sound construction and do not have rips and tears.

Correction Deadline: 12/7/2018

Staff Records

Records Reviewed: 7**Records with Missing/Incomplete Components: 1**

Staff # 1

Met

Date of Hire: 08/01/2018

Staff # 2

Met

Date of Hire: 07/01/2008

Staff # 3

Not Met

Date of Hire: 05/30/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 4

Met

Date of Hire: 08/01/2016

Staff # 5

Met

Date of Hire: 02/14/2017

Staff # 6

Met

Date of Hire: 01/12/2016

Staff # 7

Met

Date of Hire: 07/01/2014

Staff Credentials Reviewed: 7

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

Comment

Criminal record checks were observed to be complete. Consultant observed seven (7) of seven (7) employees with comprehensive records checks. Consultant observed one volunteer (Spanish tutor) with a comprehensive background check present at the center.

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

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR.

591-1-1-.24 Personnel Records Technical Assistance

Technical Assistance

591-1-1-.24(1) - Consultant discussed with provider to ensure all orientation forms are fully completed and in employee files.

Correction Deadline: 12/12/2018

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

Comment

Documentation observed of required staff training.

Finding

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on consultant's review of records that one (1) staff member did not complete health and safety orientation within their first 90 days of hire.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

Correction Deadline: 1/6/2019

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

Comment

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

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

Comment

Center observed to maintain appropriate staff:child ratios. Consultant observed permission slips for two-year-old and three-year-old mixed ages.

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

Comment

Adequate supervision observed on this date.