



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: 10/29/2018 **VisitType:** Monitoring Visit **Arrival:** 9:00 AM **Departure:** 11:00 AM

CCLC-2406

McIntosh County Head Start

102 HIGHWAY 251 Darien, GA 31305 McIntosh County
 (912) 437-6118 blane@coastalgacaa.org

Regional Consultant

Rena Keene

Phone: (912) 544-9930
 Fax: (912) 544-9926
 rena.keene@dec.al.ga.gov

Mailing Address
 P.O. Box 1095
 Darien, GA 31305

Quality Rated: ★ ★

Compliance Zone Designation		
10/29/2018	Monitoring Visit	Good Standing
05/03/2018	Licensing Study	Good Standing
10/04/2017	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	
Main	Rm 1	Three Year Olds	2	17	C	24	C	NA	NA	Circle Time	
Main	rm 2	Three Year Olds	2	18	C	36	C	NA	NA	Circle Time	
Total Capacity @35 sq. ft.:			60			Total Capacity @25 sq. ft.:			0		
Total # Children this Date: 35			Total Capacity @35 sq. ft.:			Total Capacity @25 sq. ft.:			0		

Building	Playground	Playground Occupancy	Playground Compliance
Main	playground	79	C

Comments

The purpose of today's visit was to conduct a Monitoring Visit and to follow up on previously cited rule violations.

October 31, 2018: Employee application with revised ten-year work history provided to director. Monitoring Visit forms updated to show Technical Assistance in Staff Training Section.

Plan of Improvement: Developed This Date 10/29/2018

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/Regulations.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

Brittany Lane, Program Official

Date

Rena Keene, 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: 10/29/2018 **VisitType:** Monitoring Visit

Arrival: 9:00 AM

Departure: 11:00 AM

CCLC-2406**McIntosh County Head Start**

102 HIGHWAY 251 Darien, GA 31305 McIntosh County
(912) 437-6118 blane@coastalgacaa.org

Mailing Address
P.O. Box 1095
Darien, GA 31305

Regional Consultant

Rena Keene

Phone: (912) 544-9930
Fax: (912) 544-9926
rena.keene@decal.ga.gov

The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Technical Assistance

Technical Assistance

591-1-1-.12(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. Please ensure that all shelves which hold books and toys are anchored to the floor, wall or each other to eliminate a tipping hazard.

Correction Deadline: 10/29/2018

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

Met

Comment

Center does not provide swimming activities.

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

Center appears clean and well maintained.

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

Met

Comment

Playground observed to be clean and in good repair.

Health and Hygiene

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

There were no children enrolled in the program on this date who require diapering. Proper diaper facilities were observed with warm running water and proper ventilation.

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

Staff were observed to remind children to wash hands.

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

Documentation for medication dispensing observed complete.

Safety

591-1-1-.05 Animals**Met****Comment**

Center does not keep animals on premises.

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**

Field trip documentation observed to be complete. Consultant also observed children being loaded on vehicle for field trip to Old Jail during visit.

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)**Met****Comment**

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records**Records Reviewed: 7****Records with Missing/Incomplete Components: 2**

Staff # 1

Met

Date of Hire: 08/01/2017

Staff # 2

Not Met

Date of Hire: 07/22/2013

"Missing/Incomplete Components"

.24(1)-10 Yr. Work History Missing

Staff # 3

Met

Records Reviewed: 7**Records with Missing/Incomplete Components: 2**

Date of Hire: 08/15/2016

Staff # 4

Met

Date of Hire: 09/01/1984

Staff # 5

Met

Date of Hire: 08/03/2016

Staff # 6

Met

Date of Hire: 07/28/2014

Staff # 7

Not Met

Date of Hire: 10/01/2018

"Missing/Incomplete Components"

.24(1)-10 Yr. Work History Missing,.24(1)-Evidence of Orientation Missing

Staff Credentials Reviewed: 7**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Director provided one file for an employee hired since last visit. The newly hired employee was observed to have a provisional approval on file.

591-1-1-.14 First Aid & CPR**Met****Correction Deadline: 6/2/2018****Corrected on 10/29/2018****.14(1) - Evidence of CPR and First Aid certification were observed to be on file for all employees.****Correction Deadline: 6/2/2018****Corrected on 10/29/2018****.14(2) - First Aid and CPR certifications were observed to be on file as required.****591-1-1-.33 Staff Training****Technical Assistance****Technical Assistance**

591-1-1-.33(1) requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task. Please ensure that there is evidence of orientation on file for all employees who are hired.

Correction Deadline: 10/29/2018**Correction Deadline: 6/2/2018****Corrected on 10/29/2018****.33(3) - Certificates were observed in staff records which showed that staff had completed the required Health and Safety Orientation.****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.

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

Adequate supervision observed on this date.