



**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:** 1/9/2019    **VisitType:** Licensing Study    **Arrival:** 10:55 AM    **Departure:** 2:00 PM

**CCLC-24859**

**Greene County Head Start**

502 MLK Drive Greensboro, GA 30642 Greene County  
 (706) 453-4964 carlam@ecdcllc.org

**Regional Consultant**

Valarie Musselwhite

Phone: (770) 357-9988

Fax: (678) 302-2440

valarie.musselwhite@decal.ga.gov

**Mailing Address**

569 Martin Luther King Jr. Dr. NW  
 Atlanta, GA 30314

**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.
01/09/2019	Licensing Study	Good Standing	
10/03/2018	Incident Investigation Closure	Good Standing	
08/27/2018	Complaint Closure	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 LS1L		0	0	C	20	C	NA	NA	
Main	B LS2R	Three Year Olds	2	15	C	26	C	NA	NA	Music
Main	C LS2R	Four Year Olds	3	15	C	20	C	NA	NA	Lunch
Main	D LS1R	Three Year Olds and Four Year Olds	2	13	C	26	C	NA	NA	Lunch
Main	E RS1R	One Year Olds and Two Year Olds	2	6	C	8	C	NA	NA	Lunch
Main	F RS2R	Two Year Olds and Three Year Olds	2	6	C	12	C	NA	NA	Lunch
Main	G RS3R	Two Year Olds	2	6	C	9	C	NA	NA	Lunch,Diapering
Main	H RS END	Infants and One Year Olds	2	5	C	8	C	NA	NA	Floor Play,Lunch

Total Capacity @35 sq. ft.: 129

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 66

Total Capacity @35 sq. ft.: 129

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Large	210	C
Main	Small	30	C

### Comments

The consultant and director discussed criminal record check rules changes in depth. The consultant explained requesting portability through DECAL Koala. The consultant and director discussed obtaining documentation of orientation on file for all staff and updated printed criminal record checks.

Plan of Improvement: Developed This Date 01/09/2019

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](mailto: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](mailto:qualityrated@dec.state.ga.us)

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Felicia Callaway, Program Official

Date

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Valarie Musselwhite, 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**

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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**

**Comment**

Center appears clean and well maintained.

**Finding**

591-1-1-.25(9) requires that the Center not allow a person to remain on the premises if the person does not have a legitimate reason for being on the premises. It was determined based on an observation and staff statement that a male person is present at the center for two hours a day without a legitimate reason.

**POI (Plan of Improvement)**

The Center will monitor persons who enter the Center and ask them to leave when required.

**Correction Deadline: 1/9/2019**

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

**Comment**

Playground observed to be clean and in good repair.

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**Food Service**

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**591-1-1-.15 Food Service & Nutrition** **Technical Assistance**

**Technical Assistance**

591-1-1-.15(2) - Please ensure infant feeding plans are updated every 90 days.

**Correction Deadline: 1/9/2019**

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**Health and Hygiene**

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

**Correction Deadline: 8/27/2018**

**Corrected on 1/9/2019**

**.10(3) - Correction of previous citation in that the consultant observed proper diapering. The consultant and director discussed the plan in place for any enrolled children who may be transitioning into potty training and wearing pull ups.**

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

**Comment**

Proper hand washing observed throughout the center.

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

**Comment**

The center currently does not dispense or administer medication.

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**Safety**

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**591-1-1-.05 Animals** **N/A**

**Comment**

Center does not keep animals on premises.

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**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)**

**N/A**

**Comment**

Center does not participate in field trips at this time.

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

**N/A**

**Comment**

Center does not provide routine transportation.

<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**

**Met**

**Comment**

Pleasant naptime environment observed.

<b>Staff Records</b>
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**Records Reviewed: 25**

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

Staff # 1 Date of Hire: 09/24/2018	Met
Staff # 2 Date of Hire: 11/01/2007	Met
Staff # 3 Date of Hire: 01/05/2018	Met
Staff # 4 Date of Hire: 11/01/2007	Met
Staff # 5 Date of Hire: 01/01/2010	Met
Staff # 6 Date of Hire: 11/04/2013	Met
Staff # 7 Date of Hire: 11/04/2013	Met
Staff # 8 Date of Hire: 09/11/2018	Met
Staff # 9 Date of Hire: 12/01/2015	Met
Staff # 10 Date of Hire: 07/28/2010	Met

Staff # 11 Date of Hire: 03/14/1972	Met
Staff # 12 Date of Hire: 04/16/2012	Met
Staff # 13 Date of Hire: 09/11/2018	Met
Staff # 14 Date of Hire: 07/30/2010	Met
Staff # 15 Date of Hire: 04/04/2016	Met
Staff # 16 Date of Hire: 09/23/2014	Met
Staff # 17 Date of Hire: 04/01/2009	Met
Staff # 18 Date of Hire: 02/11/2011	Met
Staff # 19 Date of Hire: 08/07/2017	Met
Staff # 20 Date of Hire: 08/07/2014	Met
Staff # 21 Date of Hire: 08/07/2014	Met
Staff # 22 Date of Hire: 07/30/2010	Met
Staff # 23 Date of Hire: 08/01/2018	Met
Staff # 24 Date of Hire: 08/09/2013	Met
Staff # 25 Date of Hire: 09/27/2016	Met

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.09(1)(j) - Please ensure all staff are electronically ported through your DECAL Koala account.

**Correction Deadline: 1/9/2019**

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

**Met**

**Comment**

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

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

**Met**

**Comment**

Please ensure completed orientation checklists are documented and signed for all staff.

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

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**Staffing and Supervision**

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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.