



**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: 5/20/2020 **VisitType:** Licensing Study **Arrival:** 1:20 PM **Departure:** 4:30 PM

CCLC-26514

MileStones Learning Center & Childcare

101 RiverStone Vista, Suite 112 Blue Ridge, GA 30513 Fannin County
(706) 258-4188 jdavis@blueridgemilestones.com

Regional Consultant

Colleen Covey

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colleen.covey@dec.al.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

Compliance Zone Designation			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.
05/20/2020	Licensing Study	Good Standing	
11/25/2019	Monitoring Visit	Good Standing	
05/23/2019	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	A	Infants	1	1	C	6	C	NA	NA	Floor Play
Main	B		0	0	C	6	C	NA	NA	Not In Use
Main	C	Two Year Olds	1	6	C	26	C	NA	NA	Lunch
Main	D	One Year Olds	1	8	C	26	C	NA	NA	Lunch
Main	E	Four Year Olds and Five Year Olds	1	6	C	29	C	41	C	Circle Time
Main	F	Three Year Olds	1	6	C	24	C	NA	NA	Music, Transitioning
Total Capacity @35 sq. ft.: 117						Total Capacity @25 sq. ft.: 129				
Total # Children this Date: 27			Total Capacity @35 sq. ft.: 117			Total Capacity @25 sq. ft.: 129				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	53	C

Comments

May 20, 2020-An administrative review was conducted on this date.

June 24, 2020-An Administrative Review was conducted on May 20, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on June 24, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on June 16, 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.dec.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@dec.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://dec.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.dec.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@dec.ga.gov

Lisa Jarrett, Program Official

Date

Colleen Covey, 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

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on June 16, 2020.

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

Technical Assistance

Technical Assistance

591-1-1-.08 - Please ensure children's enrollment applications are completed in their entirety.

Comment

Consultant observed attendance records to be complete.

Facility**591-1-1-.06 Bathrooms****Met****Comment**

Bathrooms observed to be clean and well maintained.

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

Correction Deadline: 11/25/2019

Corrected on 5/20/2020

.19(1) - Licensed Capacity was observed to be met on this date.

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

A virtual walk through of the center was conducted on June 24, 2020 due to the COVID-19 pandemic. No hazards were observed accessible to children during the virtual visit on this date.

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

A virtual walk through of the center was conducted on June 24, 2020 due to the COVID-19 pandemic. The playground was unable to be observed due to technical difficulties. Following the virtual visit, the Director submitted pictures of the entire playground which showed equipment, fencing, and mulch. Pictures included measurements of the mulch. Based on the pictures submitted the playground was observed to be clean and in good repair. The consultant discussed monitoring and maintaining the resilient surface.

Food Service**591-1-1-.15 Food Service & Nutrition****Met****Comment**

Center menu meets USDA guidelines.

Comment

Please ensure that infant feeding forms are updated regularly.

591-1-1-.18 Kitchen Operations**Not Evaluated****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 in person regulatory visit.

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

Hand washing and sanitizing requirements for diapering were discussed with the Director on this date. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on June 23, 2020.

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

Proper hand washing of children and staff was discussed with the Director. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed during the virtual walk through.

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

591-1-1-.20 - Discussed proper medication documentation and procedures.

Policies and Procedures

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

Defer

Defer

591-1-1-.21(3)-591-1-1-.21(3) - 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 in person regulatory visit. The consultant discussed emergency drill requirements with the Director.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 11/29/2019

Safety

591-1-1-.05 Animals

N/A

Comment

Center does not keep animals on premises.

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-.13 Field Trips(CR)

N/A

Comment

Center does not participate in field trips at this time.

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

Met

Comment

A current/completed inspection was observed for all vehicles used in transporting children this date. The vehicle inspections were observed completed as follows:

Van A-2008 Ford E350, Tag BNN5995-February 17, 2020

Van B-2008 Ford E350, Tag BNN5996-February 17, 2020

Comment

A virtual visit was conducted due to the COVID-19 pandemic. Only a portion of this rule was evaluated on this date. This rule will be reviewed completely during the next in person regulatory visit.

Correction Deadline: 11/30/2019

Corrected on 5/20/2020

.36(4)(a) - Vehicle inspections were observed completed as required.

Sleeping & Resting Equipment

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

Met

Comment

Discussed SIDS and infant sleeping position.

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

Staff # 1 Date of Hire: 07/01/2013	Met
Staff # 2 Date of Hire: 03/20/2019	Met
Staff # 3 Date of Hire: 09/15/2008	Met
Staff # 4 Date of Hire: 03/12/2018	Met
Staff # 5 Date of Hire: 01/07/2019	Met
Staff # 6 Date of Hire: 05/23/2018	Met
Staff # 7 Date of Hire: 05/08/2018	Met
Staff # 8 Date of Hire: 07/29/2019	Met
Staff # 9 Date of Hire: 08/05/2019	Met
Staff # 10 Date of Hire: 03/21/2018	Met
Staff # 11 Date of Hire: 05/05/2020	Met
Staff # 12 Date of Hire: 10/29/2018	Met

Staff Credentials Reviewed: 6

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

Criminal record checks were observed to be complete for the fourteen staff members employed on this date.

Comment

Director provided two files for employees hired since last visit on November 25, 2019.

Comment

One new staff member was hired since the administrative review was conducted. The staff member was observed to have a satisfactory criminal record check on file.

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

CPR and First Aid requirements are met according to current licensing guidelines.

Correction Deadline: 12/31/2019**Corrected on 5/20/2020****.14(2) - Staff members were observed to have corrected the citation by completing CPR and First Aid training.**

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

Documentation observed of required staff training for the 2019 year.

Correction Deadline: 12/25/2019**Corrected on 5/20/2020****.33(3) - Staff members were observed to have completed the health and safety training as required.****Comment**

Discussed: Health and Safety Training is required for each staff member with direct care responsibilities within 90 calendar days of their hire 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 June 16, 2020.

Comment

Lead staff were observed to meet the education requirements.

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.