



**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:** 11/25/2019 **VisitType:** Monitoring Visit

**Arrival:** 11:25 AM

**Departure:** 2:40 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

Phone: (706) 256-7245

Fax: (706) 256-7244

colleen.covey@decals.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>		
11/25/2019	Monitoring Visit	Good Standing
05/23/2019	Licensing Study	Good Standing
12/27/2018	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	A		0	0	C	6	C	NA	NA	
Main	B	Infants	2	7	C	6	NC	NA	NA	Floor Play, Free Play
Main	C	Two Year Olds	2	16	C	26	C	NA	NA	Nap
Main	D	One Year Olds	2	14	C	26	C	NA	NA	Nap
Main	E	Five Year Olds and Six Year Olds and Over	2	15	C	29	C	41	C	Centers
Main	F	Three Year Olds and Four Year Olds	4	26	C	24	NC	NA	NA	Centers
Total Capacity @35 sq. ft.: 117						Total Capacity @25 sq. ft.: 129				
Total # Children this Date: 78			Total Capacity @35 sq. ft.: 117			Total Capacity @25 sq. ft.: 129				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	53	C

**Comments**

Follow up to the previous Licensing Study that was conducted on May 23, 2019 was completed on this date.

Plan of Improvement: Developed This Date 11/25/2019

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

\_\_\_\_\_  
Lisa Jarrett, Program Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Colleen Covey, 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: 11/25/2019 VisitType: Monitoring Visit

Arrival: 11:25 AM

Departure: 2:40 PM

**CCLC-26514**

**MileStones Learning Center & Childcare**

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

**Mailing Address**  
Same

**Regional Consultant**

Colleen Covey

Phone: (706) 256-7245

Fax: (706) 256-7244

colleen.covey@dec.al.ga.gov

The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

**Met**

**Comment**

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

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

**N/A**

**Comment**

Center does not provide swimming activities.

### Facility

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

**Not Met**

**Finding**

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined that in the infant classroom seven infants were present when the licensed capacity was six for that room.

**POI (Plan of Improvement)**

The Center will limit the number of children in this space to the licensed capacity.

**Correction Deadline: 11/25/2019**

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

**Met**

**Correction Deadline: 5/23/2019**

**Corrected on 11/25/2019**

**.25(13) - No hazards were observed accessible on this date.**

**Correction Deadline: 6/6/2019**

**Corrected on 11/25/2019**

**.25(3) - The lights were observed to have been repaired and were working properly on this date.**

---

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

Playground observed to be clean and in good repair.

<b>Health and Hygiene</b>
---------------------------

---

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

Proper diapering procedures observed.

---

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

Proper hand washing observed throughout the center.

---

**591-1-1-.20 Medications(CR)****Met****Correction Deadline: 5/23/2019****Corrected on 11/25/2019****.20(4) - No medication was observed accessible on this date.**

<b>Policies and Procedures</b>
--------------------------------

---

**591-1-1-.21 Operational Policies & Procedures****Not Met****Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined by a review of records that fire drills were not conducted in November 2018, December 2018, January 2019, August 2019, and October 2019. Other emergency drills were not conducted every six months in 2018.

**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****Recited on 11/25/2019**

<b>Safety</b>
---------------

---

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

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

---

**591-1-1-.36 Transportation(CR)****Not Met****Correction Deadline: 6/2/2019****Corrected on 11/25/2019****.36(3)(a-b) - Transportation training was observed completed as required.**

**Finding**

591-1-1-.36(4)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, taillights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Center or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined based on a review of records that Van B had an inspection that was expired. The most recent vehicle inspection was completed on September 4, 2019.

**POI (Plan of Improvement)**

The Center will obtain the annual vehicle inspection.

**Correction Deadline: 11/30/2019**

**Correction Deadline: 5/24/2019**

**Corrected on 11/25/2019**

**.36(7)(c)2. - Transportation logs reviewed were observed completed in their entirety.**

**Sleeping & Resting Equipment**

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

**Met**

**Comment**

Pleasant naptime environment observed.

**Staff Records**

**Records Reviewed: 10**

**Records with Missing/Incomplete Components: 3**

Staff # 1	Met
Date of Hire: 03/20/2019	
Staff # 2	Not Met
Date of Hire: 09/15/2008	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 3	Met
Date of Hire: 03/12/2018	
Staff # 4	Met
Date of Hire: 01/07/2019	
Staff # 5	Not Met
Date of Hire: 05/23/2018	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 6	Met
Date of Hire: 05/08/2018	
Staff # 7	Met

Date of Hire: 07/29/2019

Staff # 8

Met

Date of Hire: 08/05/2019

Staff # 9

Not Met

Date of Hire: 03/21/2018

"Missing/Incomplete Components"

.33(3)-Health &amp; Safety Certificate,.33(5)-10 Hrs. Annual Training

Staff # 10

Met

Date of Hire: 10/29/2018

**Staff Credentials Reviewed: 6****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Technical Assistance****Technical Assistance**

591-1-1-.09(1) - Portability requirements and criminal record check requirements were discussed with the Director on this date.

**Comment**

Criminal record checks were observed to be complete.

**591-1-1-.14 First Aid & CPR****Not Met****Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records that two staff members did not complete CPR and First Aid training in the required time period.

**POI (Plan of Improvement)**

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

**Correction Deadline: 12/31/2019****Recited on 11/25/2019****591-1-1-.33 Staff Training****Not Met**

**Finding**

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on a review of records that three staff members did not complete the health and safety training as required.

**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 and will ensure that the training includes all required components as required.

**Correction Deadline: 12/25/2019**

**Correction Deadline: 6/22/2019**

**Corrected on 11/25/2019**

**.33(4) - Training was completed as required.**

---

**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.