



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: 10/11/2017 **VisitType:** Monitoring Visit

Arrival: 10:00 AM

Departure: 1:00 PM

CCLC-28269

Tabula Rasa The Language Academy

5855 Riverside Drive Atlanta, GA 30327 Fulton County
 (404) 408-0827 besa@trlanguages.com

Regional Consultant

Margarita Collier

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Mailing Address

5855 Riverside Dr
 Atlanta, GA 30327

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.
10/11/2017	Monitoring Visit	Good Standing	
05/18/2017	Licensing Study	Good Standing	
10/31/2016	Monitoring Visit	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	Room A	One Year Olds	3	13	C	14	C	NA	NA	Transitioning, Art, Centers
Main	Room B-2yrs	Two Year Olds	3	16	C	18	C	NA	NA	Outside, Transitioning
Main	Room C-3yrs	Three Year Olds	2	16	C	18	C	NA	NA	Centers, Art
Main	Room D-3yrs	Infants	3	7	C	15	C	NA	NA	Free Play, Floor Play
Main	Room G-Infants		0	0	C	10	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 75						Total Capacity @25 sq. ft.: 0				
Main Ground Floor	Room E-4yrs	Three Year Olds	2	14	C	14	C	NA	NA	Art
Main Ground Floor	Room F-3yrs	Four Year Olds	3	18	C	17	NC	NA	NA	Outside
Total Capacity @35 sq. ft.: 31						Total Capacity @25 sq. ft.: 0				
Modular	1st Right-5yrs.		0	0	C	12	C	NA	NA	Not In Use
Modular	2nd Left-7yrs.		0	0	C	12	C	NA	NA	Not In Use
Modular	Classroom 1st Entrance-6yrs.		0	0	C	12	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 36						Total Capacity @25 sq. ft.: 0				

Modular 2	1st Left		0	0	C	11	C	NA	NA	Not In Use
Modular 2	1st Right - Media Center		0	0	C	11	C	NA	NA	Not In Use
Modular 2	2nd Left		0	0	C	11	C	NA	NA	Not In Use
Modular 2	2nd Right		0	0	C	11	C	NA	NA	Not In Use

Total Capacity @35 sq. ft.: 44

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 84

Total Capacity @35 sq. ft.: 186

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	20	C
Main	Playground B	74	C


Comments

The purpose of this visit was to conduct a monitoring visit and to follow-up on the previous visit conducted on May 18, 2017.

Consultant discussed the comprehensive background check procedures with the director on this date.

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).



Reminder: All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.



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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.al.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.al.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)

Raquel Cruz, Program Official

Date

Margarita Collier, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Technical Assistance

Technical Assistance

Consultant discussed monitoring toys and equipment for normal wear and tear on this date.

Comment

Observed-Variety Throughout Center

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

Met

Comment

No Swimming Activities Provided

Facility

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

Met

Comment

Licensed Capacity Routinely Met

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

Technical Assistance

Comment

Observation-Center Clean/Well Maintained

Technical Assistance

Reminder-Keep Hazards Inaccessible

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

Technical Assistance

Technical Assistance

Consultant discussed monitoring trees for weak and/or loose tree branches with the director on this date.

Comment

Observation-Clean/Good Repair

Health and Hygiene

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

Consultant discussed diapering requirements with the director on this date.

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

Observed-Proper Hand Washing Throughout

591-1-1-.20 Medications(CR)**Not Met****Technical Assistance**

Consultant discussed documentation of medication with the director on this date.

Finding

591-1-1-.20(2) requires that written authorization to dispense medication is limited to two weeks unless otherwise prescribed by a physician or authorized under Georgia law. Medication shall only be dispensed out of its original container which must be labeled with the child's name or as authorized under Georgia law. It was determined based on consultant's review of the center's stored medications a child's name was not documented on an inhaler and an EpiPen, Jr.

POI (Plan of Improvement)

The Center will train all Staff on the medication requirements. The designated person(s) will monitor the dispensing of medications.

Correction Deadline: 10/11/2017

Safety

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

Observed-Discussion/Redirection

Comment

Observed-Positive Learning Environment

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

No Routine Transportation Provided

Sleeping & Resting Equipment

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

Correct number of mats; disinfecting discussed

Staff Records

Records Reviewed: 20**Records with Missing/Incomplete Components: 10**

Staff # 1

Not Met

Date of Hire: 06/02/2015

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 2

Not Met

Date of Hire: 08/22/2014

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 3

Not Met

Date of Hire: 04/02/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 4

Not Met

Date of Hire: 09/01/2016

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 5

Met

Date of Hire: 01/01/2001

Staff # 6

Not Met

Date of Hire: 04/28/2017

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 7

Not Met

Date of Hire: 03/08/2011

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 8

Met

Date of Hire: 08/26/2017

Staff # 9

Met

Date of Hire: 09/26/2015

Staff # 10

Met

Date of Hire: 01/01/2012

Staff # 11

Not Met

Date of Hire: 06/05/2015

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 12

Met

Date of Hire: 09/12/2017

Staff # 13

Met

Date of Hire: 07/11/2016

Records Reviewed: 20**Records with Missing/Incomplete Components: 10**

Staff # 14

Not Met

Date of Hire: 10/20/2015

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 15

Not Met

Date of Hire: 08/27/2014

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 16

Met

Date of Hire: 03/12/2015

Staff # 17

Not Met

Date of Hire: 08/17/2016

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 18

Met

Date of Hire: 05/21/2016

Staff # 19

Met

Date of Hire: 07/30/2012

Staff # 20

Met

Date of Hire: 02/11/2017

Staff Credentials Reviewed: 20**591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

Consultant reviewed 20 staff files on this date. Consultant observed 20 of 20 staff members to have evidence of a satisfactory determination letter on file on this date.

Comment

The director provided two files for staff members hired since the previous visit was conducted on May 18, 2017. Consultant observed two of two newly hired staff members to have evidence of a satisfactory determination letter on file on this date.

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

Observed-50% Certified First Aid & CPR

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 consultant's review of staff files one of 20 staff members hired after September 30, 2016 did not complete the required first aid and CPR training within 90 days of their date of hire.

POI (Plan of Improvement)

Per director, first aid and CPR training has been scheduled for Saturday, October 14, 2017.

Correction Deadline: 11/10/2017

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 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 staff files eight of 20 staff members hired prior to September 30, 2016 did not complete the health and safety orientation as required. It was further determined based on consultant's review of staff files one of 20 staff members hired after September 30, 2017 did not complete the health and safety orientation training within 90 days of their date 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: 11/10/2017

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

Met

Comment

Consultant observed staff members to comply with all laws and regulations on this date.

Staffing and Supervision

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

Met

Comment

Observed-Appropriate Staff:Child Ratios

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

Met

Comment

Observed-Direct Supervision/Attentive Staff