



**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:** 7/19/2018    **VisitType:** Licensing Study

**Arrival:** 10:15 AM

**Departure:** 12:15 PM

**CCLC-32160**

**Motivating Youth Foundation, Inc.**

905 Main Street Macon, GA 31217 Bibb County  
 (478) 320-4756 motivatingyouth@yahoo.com

**Regional Consultant**

Brandi Mangino

Phone: (478) 314-9726

Fax: (478) 599-0169

brandi.mangino@decal.ga.gov

**Mailing Address**

905 Main St  
 Macon, GA 31217

**Quality Rated:** No

<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.
07/19/2018	Licensing Study	Good Standing	
03/28/2018	Licensing Study	Good Standing	
10/10/2017	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	A		0	0	C	40	C	56	C	
Main	B	Five Year Olds and Six Year Olds and Over	4	13	C	48	C	67	C	Free Play
Main	Back Left Room		0	0	C	16	C	NA	NA	
Main	C		0	0	C	27	C	38	C	
Main	D		0	0	C	26	C	36	C	
Main	Left Room off of B	Six Year Olds and Over	1	4	C	13	C	NA	NA	Free Play
Main	Outside Room		0	0	C	24	C	NA	NA	
Main	Right off Room B		0	0	C	11	C	NA	NA	

Total Capacity @35 sq. ft.: 205

Total Capacity @25 sq. ft.: 261

Total # Children this Date: 17

Total Capacity @35 sq. ft.: 205

Total Capacity @25 sq. ft.: 261


Building	Playground	Playground Occupancy	Playground Compliance
Main	Basketball Court	45	C
Main	Right	65	C

**Comments**

Children's records were not reviewed as the center director stated that he did not have access to them.

One-day letter left on this date for one staff member.

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).

	<b>Reminder:</b> All employees of child care programs must be fingerprinted before <b>January 1, 2017</b> . For instructions and to submit records check applications online, please visit <a href="http://www.decalkoala.com">www.decalkoala.com</a> . 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](mailto: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)

	
<b>Important New Deadlines:</b>	
Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.	
Get started today! Sign up by completing a short online application: <a href="https://qualityrated.dec.al.ga.gov/">https://qualityrated.dec.al.ga.gov/</a> Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or <a href="mailto:qualityrated@dec.al.ga.gov">qualityrated@dec.al.ga.gov</a>	

Roger Jackson, Program Official

Date

Brandi Mangino, Consultant

Date



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### Findings Report

**Date:** 7/19/2018 **VisitType:** Licensing Study

**Arrival:** 10:15 AM

**Departure:** 12:15 PM

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The following information is associated with a Licensing Study:

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**Activities and Equipment**

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

Consultant discussed the brown shelves in the right room off B need to be secured and not pose a falling hazard.

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

Center does not provide swimming activities.

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**Children's Records**

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**Records Reviewed: 1****Records with Missing/Incomplete Components: 0**

Child # 1

Met

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**591-1-1-.08 Children's Records****Not Met****Technical Assistance**

Consultant discussed the importance of having access to children's records in care of an emergency, to be aware of allergies or special needs, to be aware of who the child can be release to and etc.

**Finding**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on a statement from the director is that he did not have access to the records, and the person that does was not present in the center.

**POI (Plan of Improvement)**

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

**Correction Deadline: 7/20/2018**

**Recited on 7/19/2018**

<b>Facility</b>
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**591-1-1-.19 License Capacity(CR)****Met****Comment**

Consultant discussed with the director that if areas of the center are being fully used by the Macon Housing Authority they may need to be removed from the center capacities.

**Comment**

Licensed capacity observed to be routinely met by center.

**591-1-1-.25 Physical Plant - Safe Environment(CR)****Not Met****Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on consultant observation that the following hazards were observed to be accessible to children in care:

- sunscreen on the shelf in Room B
- dust remover spray on the shelf in Room B
- toilet brush in the girls restroom off Room A

**POI (Plan of Improvement)**

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

**Correction Deadline: 7/20/2018**

**Recited on 7/19/2018**

**Finding**

591-1-1-.25(8) requires protective caps on all unused electrical outlets within children's reach and requires that electrical outlets in use be made inaccessible to children. It was determined based on consultant observation that several outlet were observed to be uncovered in the following classrooms:

- Room C
- Room D
- Left room off B
- Right room off B

**POI (Plan of Improvement)**

The Center will train Staff to check outlets and replace protective caps when needed and identify and monitor how outlets in use are inaccessible to children.

**Correction Deadline: 7/26/2018**

**Recited on 7/19/2018**

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

**Not Met**

**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

**Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on consultant observation that the blue bench on the right playground was observed to be chipping the blue material, and the bench was observed to be rusting.

**POI (Plan of Improvement)**

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

**Correction Deadline: 8/2/2018**

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**Food Service**

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

**Met**

**Comment**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3

Components for breakfast: Grains, Vegetables, Fruits or both, Milk

5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk

2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

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**Health and Hygiene**

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

**Met**

**Comment**

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

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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 does not dispense medication.

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**Policies and Procedures**

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**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 based that the center director did not have access to the fire drill records, and no record could be viewed to see if drills have been completed since the last regulatory visit.

**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: 7/24/2018**

<b>Safety</b>
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**591-1-1-.11 Discipline(CR)****Met****Comment**

Age-appropriate discussion and/or redirection observed.

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

Mats are accessible in case they are needed for enrolled children.

<b>Staff Records</b>
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**591-1-1-.09 Criminal Records Check(CR)****Not Met****Finding**

591-1-1-.09(1)(b) requires the Center to ensure that no actual or potential Director, Employee or Provisional Employee is present at the Center with an Unsatisfactory Records Check Determination when any child is present for care. No individual with an Unsatisfactory Records Check Determination may reside at the Center. It was determined based on a review of staff that a staff member does not have valid evidence of a criminal record check on file.

**POI (Plan of Improvement)**

The Center will ensure that all actual or potential employees have a Satisfactory Records Check Determination prior to their being present or residing at the Center.

The record check was discussed with the center director on this date and he is aware that the staff member cannot be present on the child care premises until a satisfactory criminal record check is on file.

**Correction Deadline: 7/19/2018**

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**591-1-1-.24 Personnel Records****Not Met****Finding**

591-1-1-.24(1) requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation; It was determined that consultant was unable to review staff records on this date as they were not accessible per the center director.

**POI (Plan of Improvement)**

The Center will secure required information for all Personnel. The Center will ensure that complete information is in the personnel file for all Directors, Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance and other Support Staff.

**Correction Deadline: 7/24/2018**

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

Consultant reviewed all prior staff's training on the March 28, 2018 visit.

**Comment**

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

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

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Comment**

Adequate supervision observed on this date.

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**591-1-1-.32 Supervision(CR)****Met****Correction Deadline: 3/28/2018****Corrected on 7/19/2018****.32(7) - Citation observed to be corrected on this date.**