



**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: 5/1/2018 **VisitType:** Licensing Study **Arrival:** 9:50 AM **Departure:** 1:15 PM

CCLC-38321

Odyssey Montessori Child Care Center

115 Palmetto Road Tyrone, GA 30290 Fayette County
(678) 884-5422 odmontchildcarecenter@gmail.com

Regional Consultant

Patty Malone

Phone: (912) 544-9991

Fax: (912) 544-9975

coty.cummings@dec.al.ga.gov

Mailing Address

Same

Quality Rated: No

| 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. |
|------------------------------------|------------------|---------------|--|
| 05/01/2018 | Licensing Study | Good Standing | |
| 12/15/2017 | Monitoring Visit | Good Standing | |
| 01/25/2017 | 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 - Gym | | 0 | 0 | C | 49 | C | NA | NA | | |
| Main | B | Two Year Olds | 1 | 7 | C | 14 | C | NA | NA | Outside | |
| Main | C | Three Year Olds and Four Year Olds and Five Year Olds | 1 | 10 | C | 19 | C | NA | NA | Centers | |
| Total Capacity @35 sq. ft.: | | | 60 | | | Total Capacity @25 sq. ft.: | | 0 | | | Building @35 capacity limited by Health Department Limitations |
| Total # Children this Date: 17 | | | Total Capacity @35 sq. ft.: | | | Total Capacity @25 sq. ft.: | | 0 | | | |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
| Main | A- Toddler | 9 | C |
| Main | B- large | 113 | C |

Comments

Plan of Improvement: Developed This Date 05/01/2018

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.

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)



Important New Deadlines:

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: <https://qualityrated.dec.al.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.al.ga.gov

Antonio Netto, Program Official

Date

Patty Malone, Consultant

Date



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Findings Report

Date: 5/1/2018 **VisitType:** Licensing Study **Arrival:** 9:50 AM **Departure:** 1:15 PM

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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)

Met

Comment

Pool not in use at this time, gates observed locked.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 3

| | |
|--|---------|
| Child # 1 | Not Met |
| <u>"Missing/Incomplete Components"</u> | |
| .08(1)-Doctor, Clinic, Phone Numbers | |
| Child # 2 | Not Met |
| <u>"Missing/Incomplete Components"</u> | |
| .08(1)-Doctor, Clinic, Phone Numbers | |
| Child # 3 | Met |
| Child # 4 | Not Met |
| <u>"Missing/Incomplete Components"</u> | |
| .08(1)-Doctor, Clinic, Phone Numbers | |
| Child # 5 | Met |

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 review of records that there were three of five children's files missing the name and telephone number of the child's primary source of health care.

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: 5/15/2018

Facility

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

Met

Comment

Licensed capacity observed to be routinely met by center.

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

Met

Comment

No hazards observed accessible to children on this date.

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

Technical Assistance

Technical Assistance

591-1-1-.26 - The consultant discussed the maintenance of the wooden fence on the toddler playground and fluffing and redistributing the resilient surface beneath the swings and the sliding structure.

Correction Deadline: 12/29/2017

Corrected on 5/1/2018

.26(9) - This citation was observed to be corrected on this date. No hazards were observed on the playground area on this date.

Food Service

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

Technical Assistance

Technical Assistance

591-1-1-.15 - The consultant discussed the milk requirements for meals served at the center.

Health and Hygiene

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

Met

Comment

Staff state proper knowledge of diapering procedures.

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

Comment

Staff stated proper hand washing practices.

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

Comment

The director stated that the center has not administered any prescription medications since the last visit.

Policies and Procedures

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

Finding

591-1-1-.21(1)(p) requires the Center to have a written plan for handling emergencies, including but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the Center; to have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations. The plan must apply to all children in care and include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions and shall include assurance that no Center Personnel will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals. It was determined based on a review of records that the center's emergency preparedness plan did not address all of the required emergencies.

POI (Plan of Improvement)

The Center will write or revise an emergency plan that includes all of the required items.

Correction Deadline: 5/15/2018

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 on a review of records that the center did not have documentation of a fire drill in December 2017.

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: 5/31/2018

Safety

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

Comment

Center does not keep animals on premises.

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

Comment

Age-appropriate discussion and/or redirection observed.

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.

Sleeping & Resting Equipment

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

Met

Comment

The correct number of mats, sheets and blankets were observed on this date. The center does not currently care for children requiring an infant crib for sleeping.

Staff Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 2

Staff # 1 Not Met

Date of Hire: 08/15/2015

"Missing/Incomplete Components"

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

Staff # 2 Met

Date of Hire: 03/12/2018

Staff # 3 Met

Date of Hire: 02/02/2017

Staff # 4 Met

Date of Hire: 03/09/2018

Staff # 5 Not Met

Date of Hire: 08/21/2017

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff Credentials Reviewed: 5

591-1-1-.09 Criminal Records Check(CR)

Met

Comment

The consultant reviewed five staff files. Criminal records checks were observed to be complete.

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

Not Met

Finding

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on a review of records that the director's CPR and first aid certification had expired.

POI (Plan of Improvement)

The Center Director will obtain current CPR/first aid certification.

Correction Deadline: 6/5/2018

Recited on 5/1/2018

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 observation that the center had one staff member hired more than ninety days without documentation of the required health and safety training.

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: 6/5/2018

Recited on 5/1/2018

Correction Deadline: 2/24/2017

Corrected on 5/1/2018

.33(5) - This citation was observed to be corrected on this date. Annual training for 2017 was observed.

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

Met

Comment

Staff met 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.