



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: 2/19/2020 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 2:00 PM

CCLC-39624

Monroe County

525 Highway 83 South Forsyth, GA 31029 Monroe County
 (478) 994-5271 shill@maconbibbeoc.com

Mailing Address
 Same

Regional Consultant

Laura Johnson

Phone: (470) 891-3520

Fax: (678) 913-0577

laura.johnson@decal.ga.gov

Joint with: Angelette Anderson

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.
02/19/2020	Licensing Study	Good Standing	
09/04/2019	Monitoring Visit	Good Standing	
04/16/2019	Licensing Study	Good Standing	
			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- 1st Right	Infants and One Year Olds	2	7	C	21	C	NA	NA	Nap,Floor Play
Main	B- 2nd Right	One Year Olds	2	4	C	21	C	NA	NA	Story
Main	C- 3rd Right	Three Year Olds	2	15	C	21	C	NA	NA	Centers
Main	D- 4th Right	Three Year Olds and Four Year Olds	2	17	C	21	C	NA	NA	Transitioning,Story
Total Capacity @35 sq. ft.: 84			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 43			Total Capacity @35 sq. ft.: 84							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A- Right (Head Start)	92	C
Main	Playground B- Left (Early Head Start)	13	C

Comments

The purpose of this visit is to complete a licensing study.

The center stated that they do not provide medications or swimming activities.

All criminal record checks were observed complete. The director provided one file for an employee hired since the last visit.

Plan of Improvement: Developed This Date 02/19/2020

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.state.ga.us/CCS/RuleAndRegulations.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.state.ga.us.

- 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.state.ga.us/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.state.ga.us/>
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.state.ga.us

Twana Williams, Program Official	Date
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Angelette Anderson, Consultant	Date
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Laura Johnson, Consultant	Date
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Findings Report

Date: 2/19/2020 **VisitType:** Licensing Study

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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)

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

Comment

Records were observed to be complete and well organized.

Technical Assistance

591-1-1-.08(6) - The consultant spoke with the director and center staff about ensuring that all children are signed in each morning upon arrival. The consultant explained that if the parent is not the one dropping off the child, then the staff member can sign the child in and document how or who dropped the child off.

Correction Deadline: 2/19/2020

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

Bathrooms observed to be clean and well maintained.

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 based on observation that 17 children were present in Classroom E that is licensed as a special use room with a capacity of only 13 children.

POI (Plan of Improvement)

The Center will limit the number of children in this space to the licensed capacity. The consultant spoke with the director about ensuring that only 13 children use the room at one time.

Correction Deadline: 2/19/2020

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

591-1-1-.25(13) - The consultant spoke with the director about ensuring that when the children use the licensed special use room, the staff remove the adult chairs, the water cooler, and the bulletin board paper storage rack. The consultant explained the importance of ensuring that hazards are not accessible to the children when the room is used.

Correction Deadline: 2/19/2020

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

591-1-1-.26(4) - The consultant spoke with the director about securing the bottom of the fence on the infant playground that was unattached on the right side causing a minor gap at the bottom.

Correction Deadline: 2/19/2020

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

591-1-1-.15(2) - The consultant spoke with the director about ensuring that infant feeding plans are on file for all infants.

Correction Deadline: 2/19/2020

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

Proper diapering procedures observed.

591-1-1-.17 Hygiene(CR)**Technical Assistance****Comment**

Staff were observed to remind children to wash hands.

Technical Assistance

591-1-1-.17(7) - The consultant spoke with the director about ensuring that hot water is available to children in all classrooms. The consultant observed that the water did not get warm in classrooms A and B, however classrooms C and D did have hot water available. The director stated that they would have it looked and it could have been because of recent storms in the area.

Correction Deadline: 2/19/2020**591-1-1-.20 Medications(CR)****N/A****Comment**

The Provider currently does not dispense/administer medication.

Safety**591-1-1-.05 Animals****Met****Comment**

Center does not keep animals on premises.

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

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

591-1-1-.13 Field Trips(CR)**Met****Comment**

Field trip documentation observed to be complete.

591-1-1-.36 Transportation(CR)**Technical Assistance****Technical Assistance**

591-1-1-.36 - Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director.

Comment

A current/completed inspection was observed for all vehicles used in transporting children this date.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

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

Discussed SIDS and infant sleeping position.

Staff Records**Records Reviewed: 9****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 10/19/2015

Staff # 2

Met

Records Reviewed: 9**Records with Missing/Incomplete Components: 0**

Date of Hire: 08/27/2018

Staff # 3

Met

Date of Hire: 03/16/2015

Staff # 4

Met

Date of Hire: 12/01/2012

Staff # 5

Met

Date of Hire: 08/03/2017

Staff # 6

Met

Date of Hire: 01/16/2020

Staff # 7

Met

Date of Hire: 08/08/2014

Staff # 8

Met

Date of Hire: 05/09/2017

Staff # 9

Met

Date of Hire: 10/15/2015

Staff Credentials Reviewed: 4**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record checks were observed to be complete.

Correction Deadline: 9/4/2019**Corrected on 2/19/2020****.09(1)(j) - This citation was corrected on this date in that all staff had satisfactory comprehensive records checks and they had been ported into the center's Decal Koala.****591-1-1-.14 First Aid & CPR****Met****Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.

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

Documentation observed of required staff training.

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**

Staff observed to provide direct supervision and be attentive to children's needs.