



**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: 8/20/2020 **VisitType:** Licensing Study **Arrival:** 1:00 PM **Departure:** 3:00 PM

CCLC-3978

Stepping Stones Educational Therapy Center

141 Futral Rd. Griffin, GA 30224 Spalding County
(770) 229-5511 k.bozeman@steppingstoneschool.org

Regional Consultant

Brandi Mangino

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Mailing Address
Same

Quality Rated: ★ ★

Compliance Zone Designation		
08/20/2020	Licensing Study	Good Standing
04/17/2019	Monitoring Visit	Good Standing
12/04/2018	Licensing Study	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-Left Hall	Infants	2	3	C	16	C	NA	NA	Diapering, Floor Play
Main	B-Left Hall	One Year Olds	3	7	C	15	C	NA	NA	Free Play
Main	C-Left Hall	Two Year Olds	2	8	C	15	C	NA	NA	Music
Main	D-Left Hall	Three Year Olds	2	6	C	15	C	NA	NA	Outside
Main	E-Left Hall		0	0	C	13	C	NA	NA	
Main	F-Rear Hall		0	0	C	12	C	NA	NA	
Main	L-Right Hall		0	0	C	12	C	NA	NA	
Main	M-Right Hall		0	0	C	13	C	NA	NA	Circle Time
Main	N	PreK	2	18	NC	22	C	NA	NA	Circle Time
Total Capacity @35 sq. ft.: 133						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 42			Total Capacity @35 sq. ft.: 133			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Plgd	31	C
Main	Plgd-Inf./ Preschool	42	C

Comments

An Administrative Review was conducted on August 20, 2020. Staff files, children's files, training and background checks were all reviewed. A virtual inspection was conducted on . An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on August 15, 2020 was reviewed during the virtual inspection.

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).



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.

- 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

Ken Bozeman, Program Official

Date

Brandi Mangino, Consultant

Date



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Findings Report

Date: 8/20/2020 **VisitType:** Licensing Study

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Departure: 3:00 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Not Evaluated

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 8/19/2020

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Additional cleaning and sanitizing requirements due to COVID-19 pandemic were also discussed during the virtual walk through.

Correction Deadline: 8/19/2020

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 8/19/2020

Facility

591-1-1-.06 Bathrooms

Not Evaluated

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 9/18/2020

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

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 8/19/2020

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

Please be mindful to keep items that pose a hazard inaccessible to children.

Defer

A Virtual Visit was conducted due to COVID-19 pandemic. This citation is deferred until the next regulatory visit when the rule correction can be observed in person.

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: 4/17/2019

591-1-1-.25 Physical Plant-Structural/Mechanical**Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 8/19/2020

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

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 8/19/2020

Food Service

591-1-1-.15 Food Service & Nutrition**Not Evaluated****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 8/19/2020

591-1-1-.18 Kitchen Operations**Not Evaluated****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 8/19/2020

Health and Hygiene

591-1-1-.07 Children's Health**Not Evaluated****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 8/19/2020

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

Not Evaluated

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Handwashing and sanitizing requirements for diapering were discussed with Director on this date.

Correction Deadline: 8/19/2020

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

Not Evaluated

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Handwashing requirements were discussed with the Director on this date.

Correction Deadline: 8/19/2020

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

Met

Correction Deadline: 4/17/2019

Corrected on 8/20/2020

.20(1) - Based on and Administrative Review the citation was observed to be corrected.

Organization

591-1-1-.04 Admission and Enrollment

Not Evaluated

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 8/19/2020

591-1-1-.38 Enforcement

Not Evaluated

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 8/19/2020

591-1-1-.16 Governing Body & License

Not Evaluated

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 9/2/2020

591-1-1-.37 Inspections & Investigations

Not Evaluated

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 8/19/2020

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Not Evaluated****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 8/24/2020

591-1-1-.22 Parental Access**Not Evaluated****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 8/19/2020

591-1-1-.27 Posted Notices**Not Evaluated****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 8/19/2020

591-1-1-.29 Required Reporting**Not Evaluated****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 8/19/2020

Safety

591-1-1-.05 Animals**Not Evaluated****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 8/19/2020

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 8/19/2020

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

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 8/19/2020

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

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

The center does not provide transportation.

Correction Deadline: 8/24/2020

Sleeping & Resting Equipment

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

Not Evaluated

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 8/29/2020

Staff Records

Records Reviewed: 17

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 07/29/2019	
Staff # 2	Met
Date of Hire: 08/01/2018	
Staff # 3	Met
Staff # 4	Met
Staff # 5	Met
Date of Hire: 10/01/2012	
Staff # 6	Met
Date of Hire: 07/25/2019	
Staff # 7	Met
Staff # 8	Met
Date of Hire: 07/01/2019	
Staff # 9	Met
Date of Hire: 08/03/2016	
Staff # 10	Met
Date of Hire: 08/01/2018	
Staff # 11	Met
Staff # 12	Met
Staff # 13	Met
Staff # 14	Met

Records Reviewed: 17

Records with Missing/Incomplete Components: 0

Staff # 15	Met
Staff # 16	Met
Staff # 17	Met

Staff Credentials Reviewed: 7

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met

Comment

Based on an Administrative Review on August 20, 2020 all staff have a comprehensive background check.

Correction Deadline: 8/19/2020

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-.24 Personnel Records Not Evaluated

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 8/26/2020

591-1-1-.28 Prohibited Substances Not Evaluated

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 8/19/2020

591-1-1-.33 Staff Training Technical Assistance

Comment

Documentation observed of required staff training.

Technical Assistance

Please ensure that the cook and the director have the food service and nutrition training.

Correction Deadline: 9/18/2020

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

Comment

Additional cleaning and sanitizing requirements due to COVID-19 pandemic were discussed during the virtual walk through. The program was in compliance with the Executive Order issued August 15, 2020.

Correction Deadline: 8/19/2020

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR) Not Evaluated

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 8/19/2020

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Supervision was not directly reviewed during the regulatory visit regulations were discussed with the Director on this date.

Correction Deadline: 8/19/2020