



**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:** 7/17/2019    **VisitType:** MV POI Follow Up    **Arrival:** 12:30 PM    **Departure:** 4:50 PM

**CCLC-46519**

**Sheltering Arms - D. H. Stanton**

195 Tuskegee Street, SE Atlanta, GA 30315 Fulton County  
 (770) 568-0659 losmith@shelteringarmsforkids.com

**Regional Consultant**

Lajuana Williams

Phone: (770) 357-7074

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**Mailing Address**

385 Centennial Olympic Park Drive  
 Atlanta, GA 30313

**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.
07/17/2019	MV POI Follow Up	Good Standing	
06/13/2019	Complaint Closure	Good Standing	
05/22/2019	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 - 104	Infants	1	2	C	17	C	NA	NA	Floor Play, Feeding
Main	B - 106	One Year Olds	2	6	C	17	C	NA	NA	Diapering, Floor Play
Main	C - 108	Two Year Olds	2	12	C	17	C	NA	NA	Floor Play
Main	D - 110	Three Year Olds	2	3	C	25	C	NA	NA	Floor Play
Main	E - 120	One Year Olds	2	5	C	22	C	NA	NA	Floor Play
Main	F - 119	One Year Olds	1	1	C	35	C	NA	NA	Floor Play
Main	G - 117		0	0	C	26	C	NA	NA	Not In Use
Main	H - 115	Three Year Olds and Four Year Olds	2	4	C	28	C	NA	NA	Floor Play
Main	I - 228	Infants and One Year Olds	2	8	C	16	C	NA	NA	Floor Play
Main	J - 226	Two Year Olds	2	7	C	18	C	NA	NA	Floor Play
Main	K - 222	Three Year Olds	2	12	C	26	C	NA	NA	Floor Play
Main	L - 220	Three Year Olds	1	13	C	31	C	NA	NA	Art
Main	M - 216	Four Year Olds	2	7	C	38	C	NA	NA	Floor Play
Main	N - 213	Four Year Olds and Five Year Olds	2	6	C	34	C	NA	NA	Floor Play

Total Capacity @35 sq. ft.: 350

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 86

Total Capacity @35 sq. ft.: 350


Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A - Up left	17	C
Main	B - Up back	70	C
Main	C - Downstairs Rt	22	C
Main	D - Down Splash Pad	19	C
Main	E - Nature Walk	9	C
Main	F - Down Garden	15	C
Main	G - Downstairs Back	31	C

**Comments**

Plan of Improvement: Developed This Date 07/17/2019

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/Regulations.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](mailto: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](mailto:qualityrated@dec.state.ga.us)

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Loni Smith, Program Official

Date

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Lajuana Williams, Consultant

Date



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### Findings Report

**Date:** 7/17/2019 **VisitType:** MV POI Follow Up **Arrival:** 12:30 PM **Departure:** 4:50 PM

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The following information is associated with a MV POI Follow Up:

<b>Activities and Equipment</b>
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**591-1-1-.03 Activities**

**Met**

**Correction Deadline: 5/22/2019**

**Corrected on 7/17/2019**

**.03(2) - Previous cite corrected.**

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

**Met**

**Comment**

Equipment and furniture observed to be properly secured, as applicable.

**Correction Deadline: 6/20/2019**

**Corrected on 7/17/2019**

**.12(1) - Previous cite corrected.**

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

**N/A**

**Comment**

Center does not provide swimming activities.

<b>Facility</b>
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**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.

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

Correction Deadline: 6/20/2019

Corrected on 7/17/2019

.26(9) - Previous cite corrected.

<b>Health and Hygiene</b>
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591-1-1-.10 Diapering Areas & Practices(CR) Met

**Comment**

Proper diapering procedures observed. Handwashing rules were reviewed with staff.

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

Correction Deadline: 5/22/2019

Corrected on 7/17/2019

.17(8) - Previous cite corrected.. Please ensure rules are reviewed with staff.

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591-1-1-.20 Medications(CR) N/A

**Comment**

There was currently no medication on site.

<b>Policies and Procedures</b>
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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 on observation of the emergency drill documentation that a fire drill was not conducted monthly.

**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: 7/17/2019**

**Recited on 7/17/2019**

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591-1-1-.29 Required Reporting Met

Correction Deadline: 6/20/2019

Corrected on 7/17/2019

.29(3) - Previous cite corrected

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

**Comment**

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

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591-1-1-.36 Transportation(CR) N/A

**Comment**

Center does not provide routine transportation.

<b>Sleeping &amp; Resting Equipment</b>
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**Comment**

Discussed SIDS and infant sleeping position.

**Comment**

Pleasant naptime environment observed.

**Staff Records**

**Records Reviewed: 17**

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

Staff # 1	Met
Date of Hire: 07/17/2017	
Staff # 2	Met
Date of Hire: 06/06/2019	
Staff # 3	Met
Date of Hire: 01/22/2019	
Staff # 4	Met
Date of Hire: 08/06/2018	
Staff # 5	Met
Date of Hire: 06/02/2019	
Staff # 6	Met
Date of Hire: 03/25/2019	
Staff # 7	Met
Date of Hire: 07/01/2019	
Staff # 8	Met
Date of Hire: 12/06/2018	
Staff # 9	Met
Staff # 10	Met
Date of Hire: 10/18/2017	
Staff # 11	Met
Date of Hire: 07/07/2017	
Staff # 12	Met
Date of Hire: 10/31/2017	
Staff # 13	Met

Date of Hire: 04/22/2001

Staff # 14 Met

Date of Hire: 01/22/2019

Staff # 15 Met

Date of Hire: 07/01/2019

Staff # 16 Met

Date of Hire: 10/14/2017

Staff # 17 Met

Date of Hire: 08/15/2017

**Staff Credentials Reviewed: 13****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Technical Assistance**

591-1-1-.09(1)(h) - The center will ensure that staff required to obtain out of state results makes a request immediately and maintains a copy of the request on file. The center will ensure the Verification for Out of State request is sent in to the Criminal Records Department and ensure that the staff person is supervised at all times by staff with a satisfactory comprehensive letter.

**Correction Deadline: 7/17/2019****Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on the observation of staff records that a valid and current determination letter was not on file for one staff. The staff transferred from another center after the one year portability date and the previous letter was no longer valid.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will ensure letter are electronically ported as required prior to hiring new staff or transferring staff from one location to another. If the letter is no longer portable the center will ensure new fingerprints are submitted and a criminal records application is submitted to the Department. The center will ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will review the rules to ensure CRC rules are maintained.

**Correction Deadline: 7/17/2019****591-1-1-.14 First Aid & CPR****Not Met**

**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 the observation of staff records that four staff required evidence of current CPR and First Aid training.

**POI (Plan of Improvement)**

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

**Correction Deadline: 7/17/2019**

**Recited on 7/17/2019**

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

**Defer**

**Defer**

591-1-1-.33(3)-Training will be reviewed on the next licensing visit.

**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: 6/21/2019**

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

**Met**

**Correction Deadline: 5/22/2019**

**Corrected on 7/17/2019**

**.31(2)(a) - Previous cite corrected.**

**Staffing and Supervision**

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

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

Adequate supervision observed on this date.