



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: 6/29/2021 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 11:15 AM

CCLC-48039

A Step of Faith Christian Academy, LLC

4651 Flat Shoals Road, Suite 2 & 3 Union City, GA 30291 Fulton County
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Regional Consultant

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Joint with: Erica Johnson

Quality Rated: ★ ★

Compliance Zone Designation		
06/29/2021	Licensing Study	Good Standing
10/20/2020	Monitoring Visit	Good Standing
12/16/2019	Monitoring Visit	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- 1st Right	Two Year Olds	1	7	C	11	C	15	C	Art
Main	B- 2nd Right	One Year Olds	1	4	C	12	C	NA	NA	Art
Main	C- 1st Left	Infants	2	9	C	19	C	NA	NA	Story,Floor Play
Main	D- 1st room	Three Year Olds	2	8	C	23	C	NA	NA	Centers
Main	E- 2nd middle	Three Year Olds	2	15	C	18	C	NA	NA	Centers
Main	F-3rd back room	Four Year Olds	1	6	C	22	C	NA	NA	Art

Total Capacity @35 sq. ft.: 105

Total Capacity @25 sq. ft.: 109

Total # Children this Date: 49

Total Capacity @35 sq. ft.: 105

Total Capacity @25 sq. ft.: 109

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	33	C

Comments

An Administrative Review was conducted on Monday, June 28, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on Tuesday, June 29, 2021 with the Director, Deborah Payne. An in-person visit was not conducted due to the COVID-19 pandemic.

During the virtual walk through of the program, Consultant discussed Emergency Preparedness plans and updating them on a regular basis.

Consultant provided Live Scan Instructions, Communicable Disease Chart, Rule Changes and First Aid Kit Checklist.

Plan of Improvement: Developed This Date 06/29/2021

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.

- 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)



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Findings Report

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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

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

Met

Comment

Parent authorizations obtained/completed.

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) **Met**

Comment

591-1-1-.26 – Please ensure to monitor the playground areas for the following hazards: - Normal wear and tear of playground equipment and toys. Potential entrapment hazards in the fence surrounding the playground area. Biting and/or stinging insects (i.e. ants, bees, etc.). Loose and/or weak tree branches surrounding the playground area. Standing water in and around playground equipment after inclement weather. Fall zones and resilient surface.

Food Service

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

Comment

Discussed new revision to restricted food rule which states: Foods that are associated with young children’s choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

Please ensure the new updated infant feeding form is used. Discussed revision to the written feeding plans for children under the age of 1 years old. Age-appropriate solid foods (including cereal) shall not be given to infants or children less than one (1) year of age until recommended as developmentally appropriate by the child’s primary care physician and indicated in writing by the Parent(s). As soon as the feeding plan indicates that a child is ready for solid foods, the child shall be fed from individual spoons and individual containers or dishes. A child shall not be fed directly from the original baby food container if the contents are to be fed to the child at more than one (1) meal or to more than one (1) child.

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

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

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

Comment

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Met**

Comment

Program observed complete emergency drills as of May 19, 2021 on this date.

591-1-1-.27 Posted Notices **Met**

Comment

Observed all required posted notices and 2021 License posted on this date.

Safety

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

Comment

Center does not keep animals on premises.

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/Provider on this date.

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

Comment

Center does not participate in field trips at this time.

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

Comment

Center does not provide routine transportation.

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: 15

Records with Missing/Incomplete Components: 2

Staff # 1 Met

Date of Hire: 05/31/2019

Staff # 2 Met

Date of Hire: 09/07/2017

Staff # 3 Met

Date of Hire: 02/18/2021

Staff # 4 Met

Staff # 5 Met

Date of Hire: 02/27/2017

Staff # 6 Not Met

Date of Hire: 02/13/2020

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing,.33(5)-10 Hrs. Annual Training

Staff # 7 Met

Date of Hire: 01/21/2020

Staff # 8 Met

Staff # 9 Met

Staff # 10 Met

Staff # 11 Not Met

Date of Hire: 02/13/2015

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 12 Met

Date of Hire: 02/24/2016

Staff # 13 Met

Date of Hire: 01/15/2019

Staff # 14 Met

Date of Hire: 07/02/2019

Staff # 15 Met

Date of Hire: 10/22/2020

Staff Credentials Reviewed: 7

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

Correction Deadline: 10/20/2020

Corrected on 6/29/2021

Previous citation corrected. Consultant observed satisfactory comprehensive background checks for fourteen staff members on this date.

Correction Deadline: 10/20/2020

Corrected on 6/29/2021

Previous citation corrected. Consultant observed satisfactory comprehensive background checks for fourteen staff members on this date.

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

Technical Assistance

Consultant discussed with the Director that 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 in person 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.

Correction Deadline: 7/29/2021

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

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

Technical Assistance

Consultant discussed with the Director to ensure all staff meet requirements to obtain ten clock hours of annual training per calendar year on this date. Consultant discussed to have documents updated and current in the GA Professional Development System for verification for review during licensing visits.

Correction Deadline: 7/29/2021

591-1-1-.31 Staff(CR)**Not Met****Comment**

Consultant discussed with the Director that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months. Consultant discussed with the Director to have documentation of lead staff credentials on file and accessible for review by the department.

Finding

591-1-1-.31(2)(c) requires the Center to maintain a copy and/or written verification of the credential or degree awarded to the lead teacher that is required by these rules in the lead teacher's file, to make the document available for inspection and to provide the document to Department staff upon request. It was determined based on consultant's review of staff files that staff #6 and staff #11 did not have valid evidence of lead staff credentials on this date.

POI (Plan of Improvement)

The Center will review lead teacher records to ensure the required documentation is on file and will obtain and file it if not found.

Correction Deadline: 6/29/2021

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**

Discussed new revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.