



**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: 10/17/2017 **VisitType:** Monitoring Visit

Arrival: 1:05 PM

Departure: 3:00 PM

CCLC-497

Rising Stars Kids Academy

6224 Hillandale Dr. Lithonia, GA 30058 DeKalb County
(770) 981-8411 elainemar_palmer@yahoo.com

Regional Consultant

Roslyn Williams

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roslyn.williams@decal.ga.gov

Mailing Address

Same

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.
10/17/2017	Monitoring Visit	Good Standing	
06/30/2017	Complaint Closure	Good Standing	
05/23/2017	Complaint Investigation Follow Up	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	B-2nd Right rear - 3 y/o	Three Year Olds	1	10	C	13	C	NA	NA	Nap
Main	BLDG-III-4th Left- 3 y/o		0	0	C	21	C	30	C	Not In Use
Main	3rd Left-Additon Pre-K- A		0	0	C	22	C	30	C	Not In Use
Main	A-1st Right Frnt- 3 y/o	Two Year Olds	1	8	C	13	C	NA	NA	Nap
Main	C-Mid Frnt- Office		0	0	C	9	C	NA	NA	Not In Use
Main	D-2nd Left Back Room- 0-12 mos	Infants	1	5	C	18	C	NA	NA	Nap
Main	E-lower level- Downstairs-4+		0	0	C	26	C	36	C	Not In Use
Main	F- Bldg-II-Pre-K-House	PreK	1	19	C	25	C	NA	NA	Nap

Total Capacity @35 sq. ft.: 147

Total Capacity @25 sq. ft.: 174

Total # Children this Date: 42

Total Capacity @35 sq. ft.: 147

Total Capacity @25 sq. ft.: 174

Building	Playground	Playground Occupancy	Playground Compliance
Main	Large Right	62	C

Comments

Plan of Improvement: Developed This Date 10/17/2017

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.



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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.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.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)

Elaine Palmer, Program Official

Date

Roslyn Williams, Consultant

Date



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Findings Report

Date: 10/17/2017 **VisitType:** Monitoring Visit

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The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.03 Activities

Met

Correction Deadline: 5/23/2017

Corrected on 10/17/2017

.03(1) -The lesson plan for the two year old room was posted.

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

Met

Comment

Observed-Variety Throughout Center

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

Met

Comment

No Swimming Activities Provided

Facility

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

Met

Comment

Capacity limitations were met on this date.

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

Not Met

Finding

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined that a teacher's purse was hanging in the cubby area accessible to children and a bug trap was in an unlocked cabinet accessible to children in the PreK room.

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: 10/17/2017

591-1-1-.26 Playgrounds(CR)**Not Met****Technical Assistance**

591-1-1-.26(6) - Routine equipment maintenance discussed with Director on this date.

Correction Deadline: 10/27/2017

Finding

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on consultant's observation that the resilient surface under the large play structure measured less than six inches.

POI (Plan of Improvement)

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

Correction Deadline: 10/27/2017

Finding

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on consultant's observation that there was overgrown brush and trees near the patio area of the large playground and the back fence on the toddler playground.

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 10/17/2017

Health and Hygiene

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

Observed-Proper Diapering

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

Observed-Proper Hand Washing Throughout

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

No medication administered at this time.

Safety

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

Correction Deadline: 6/30/2017

Corrected on 10/17/2017

.11(2)(e) - Proper disciplinary procedures by staff was observed on this date.

Finding

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on review of records that staff did not document with a signature that a second check of the vehicle was conducted on October 16, 2017 for the Stoneview and Marbut elementary school bus routes.

POI (Plan of Improvement)

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

Correction Deadline: 10/17/2017

Sleeping & Resting Equipment

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

Met

Comment

Discussed-SIDS/Infant Sleeping Position

Staff Records

Records Reviewed: 8

Records with Missing/Incomplete Components: 4

Staff # 1	Not Met
Date of Hire: 04/01/1996	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 2	Met
Date of Hire: 10/02/2017	
Staff # 3	Not Met
Date of Hire: 05/02/2016	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 4	Not Met
Date of Hire: 01/17/2018	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 5	Met
Date of Hire: 09/09/2016	
Staff # 6	Not Met

Records Reviewed: 8

Records with Missing/Incomplete Components: 4

Date of Hire: 08/14/2006

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 7

Met

Date of Hire: 03/08/2017

Staff # 8

Met

Date of Hire: 08/11/2009

Staff Credentials Reviewed: 8

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

Not Met

Correction Deadline: 5/23/2017

Corrected on 10/17/2017

.09(1)(e) - Satisfactory criminal records check on file for the PreK Teacher.

Finding

591-1-1-.09(1)(g) requires Provisional Employees hired on or after January 1, 2014 to have a satisfactory Preliminary Records Check Determination. A Provisional Employee cannot reside at the Center or be present at the Center while children are present for care for more than 21 days from the date of hire or first day of residency without first submitting both a Fingerprint Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on review of records that this information was not documented for one staff person. A one day letter was left on this date.

POI (Plan of Improvement)

The Center will ensure that Provisional Employees hired on or after January 1, 2014 have a satisfactory Preliminary Records Check Determination. The Center will have a plan to ensure that Provisional Employees hired on or after January 1, 2014 submit a Fingerprint Records Check Application to the Department and Fingerprints to an authorized fingerprinting site within 21 days from the date of hire or the first day of residency. The Center will not allow a provisional employee to be at the Center while children are present if this requirement is not met.

Correction Deadline: 10/17/2017

Correction Deadline: 5/23/2017

Corrected on 10/17/2017

.09(1)(i) - Satisfactory criminal records check on file.

591-1-1-.24 Personnel Records

Met

Correction Deadline: 5/1/2017

Corrected on 10/17/2017

.24(a) - Current documentation on file for staff person.

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 review of records that this information was not documented for four staff persons.

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: 11/16/2017

Defer

591-1-1-.33(5)-Training requirements discussed with Director.

POI (Plan of Improvement)

The center will plan and schedule the required 10 hours of ongoing training each year and follow up to ensure the training is completed.

Correction Deadline: 12/31/2017

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

Met

Comment

Lead staff education requirements on file.

Staffing and Supervision

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

Met

Comment

Observed-Appropriate Staff:Child Ratios

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

Met

Comment

Observed-Direct Supervision/Attentive Staff