



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: 9/17/2018 **VisitType:** Incident Investigation/Monitoring Visit **Arrival:** 9:30 AM **Departure:** 1:30 PM

CCLC-743

American Learning Centers

5598 Singleton Road Norcross, GA 30093 Gwinnett County
 (770) 925-3181 sikri01@bellsouth.net

Regional Consultant

Tasha McDonald

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Mailing Address
 Same

Quality Rated: ★

<u>Compliance Zone Designation</u>		
09/17/2018	Incident Investigation/Monitoring Visit	Good Standing
09/17/2018	Incident Investigation Closure	Good Standing
01/11/2018	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
Back	Back	PreK	2	20	C	21	C	NA	NA	Centers
Back	Front	PreK	2	20	C	21	C	NA	NA	Centers
Back	Middle	PreK	2	20	C	21	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 63					Total Capacity @25 sq. ft.: 197					
Bld. 1	1st Left	PreK	2	22	C	25	C	35	C	Centers
Bld. 1	1st Right	PreK	2	22	C	25	C	35	C	Centers
Bld. 1	Back Left - Left Side	Infants	1	4	C	12	C	NA	NA	Floor Play
Bld. 1	Back Left - Right Side	PreK	2	21	C	22	C	30	C	Centers
Bld. 1	Middle	Two Year Olds	1	8	C	14	C	NA	NA	Outside, Transitioning
Total Capacity @35 sq. ft.: 98					Total Capacity @25 sq. ft.: 197					
House	Back	PreK	2	22	C	15	NC	NA	NA	Outside
House	Front	Three Year Olds	1	12	C	21	C	NA	NA	Circle Time
Total Capacity @35 sq. ft.: 36					Total Capacity @25 sq. ft.: 197					
Total # Children this Date: 171			Total Capacity @35 sq. ft.: 197			Total Capacity @25 sq. ft.: 197				

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

The purpose of this visit was to conduct a incident investigation and monitoring visit and to follow-up on the previous visit completed on January 11, 2018. Consultant discussed Quality Rated, Comprehensive background Check, update in USDA guidelines, update of the existing Emergency Preparedness Plan to include all required topics, conducting lockdown drills every six months in addition to fire drills and tornado drills, changes in provider search and new features in the provider's Koala account.

Plan of Improvement: Developed This Date 09/17/2018

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.al.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@dec.al.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.al.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.dec.al.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@dec.al.ga.gov

Minaz Lakdawala, Program Official

Date

Tasha McDonald, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

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.

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
Discussed maintenance of resilient surface. Please fluff and redistribute.

Health and Hygiene

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

Comment
Proper diapering procedures observed.

591-1-1-.17 Hygiene(CR)**Not Met****Comment**

Please ensure lids remain on trash containing organic waste.

Finding

591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on consultant observation that children in Pre-K 3 classroom were observed to not wash their hands as required when using the restroom.

POI (Plan of Improvement)

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

Correction Deadline: 9/17/2018

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

Documentation for medication dispensing observed complete.

Safety

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

Age-appropriate discussion and/or redirection observed.

591-1-1-.36 Transportation(CR)**Met****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: 26**Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 07/02/2018	
Staff # 2	Met
Date of Hire: 02/01/2016	
Staff # 3	Met
Date of Hire: 07/31/2015	
Staff # 4	Met
Date of Hire: 11/20/2009	

Staff # 5 Date of Hire: 06/15/2018	Met
Staff # 6 Date of Hire: 10/15/2012	Met
Staff # 7 Date of Hire: 10/15/2012	Met
Staff # 8 Date of Hire: 09/17/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 9 Date of Hire: 08/04/2014	Met
Staff # 10 Date of Hire: 07/30/2018	Met
Staff # 11 Date of Hire: 07/30/2018	Met
Staff # 12 Date of Hire: 11/02/2015	Met
Staff # 13 Date of Hire: 08/01/2004	Met
Staff # 14 Date of Hire: 07/30/2018	Met
Staff # 15 Date of Hire: 07/20/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 16 Date of Hire: 01/06/2015	Met
Staff # 17 Date of Hire: 10/04/2004	Met
Staff # 18 Date of Hire: 02/03/2004	Met
Staff # 19 Date of Hire: 04/12/2004	Met

Records Reviewed: 26**Records with Missing/Incomplete Components: 0**

Staff # 20	Met
Date of Hire: 07/17/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 21	Met
Date of Hire: 10/31/2014	
Staff # 22	Met
Date of Hire: 02/01/2016	
Staff # 23	Met
Date of Hire: 08/11/2017	
Staff # 24	Met
Date of Hire: 03/11/2010	
Staff # 25	Met
Date of Hire: 08/03/2009	
Staff # 26	Met
Date of Hire: 06/18/2018	

Staff Credentials Reviewed: 26

591-1-1-.09 Criminal Records Check(CR)**Technical Assistance****Technical Assistance**

591-1-1-.09 - Consultant advised the provider that beginning October 1, 2018:

- That local background checks (with purpose code "W") will no longer be accepted (no more 21-day provisional employment).
- Everyone must have at least a fingerprint-based background check letter before they can be present at the center to care for children.
- The new definition of Provisional Employee includes those with only a satisfactory Fingerprint Records Check Determination. People with this type of clearance are allowed on site, but must be under the direct and continuous supervision of a Director or Employee with a satisfactory Comprehensive Records Check Determination.
- A new comprehensive background check must be run for anyone who has had a lapse of employment in the child care industry that lasts 6 months or longer. (Students-in-Training are considered "employed in the child care industry" if they've been enrolled in a child care related curriculum.)
- Letters will only be accepted at a new facility if they are "ported" electronically.

Comment

Consultant reviewed seven files for staff members hired since the previous visit was conducted on January 11, 2018.. Consultant observed seven of seven newly hired staff members to have evidence of a satisfactory determination letter on file on this date.

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**

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

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.