



**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: 1/30/2018 **VisitType:** Monitoring Visit **Arrival:** 8:40 AM **Departure:** 11:55 AM

CCLC-86

Open Arms Lutheran Child Development Center

4655 Webb Bridge Rd Alpharetta, GA 30005 Fulton County
(770) 475-6570 openarms@cts.org

Regional Consultant

Shannon Curtis

Phone: (770) 342-7802

Fax: (678) 891-5904

shannon.curtis@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

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.
01/30/2018	Monitoring Visit	Good Standing	
07/31/2017	Licensing Study	Good Standing	
02/08/2017	Monitoring Visit	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	1L - Left Hall	Three Year Olds and Four Year Olds	2	7	C	15	C	NA	NA	Music
Main	1L - Right Hall	Infants	2	5	C	11	C	NA	NA	Floor Play
Main	1R - Left Hall	Three Year Olds and Four Year Olds	1	5	C	15	C	21	C	Transitioning,Snack
Main	1R - Right Hall	Infants	3	8	C	10	C	NA	NA	Floor Play,Feeding,Diapering,Nap
Main	2L - Left Hall	PreK	1	7	C	18	C	NA	NA	Circle Time
Main	2L - Right Hall	One Year Olds	2	7	C	12	C	NA	NA	Free Play
Main	2R - Left Hall	Three Year Olds and Four Year Olds	2	9	C	18	C	NA	NA	Snack
Main	2R - Right Hall	Two Year Olds	2	4	C	10	C	NA	NA	Snack
Main	3L - Left Hall	PreK	2	18	C	18	C	NA	NA	Music
Main	3L - Right Hall	Two Year Olds	1	8	C	13	C	NA	NA	Centers
Main	3R - Left Hall	PreK	2	18	C	18	C	25	C	Snack
Main	3R - Right Hall	Two Year Olds	2	8	C	13	C	NA	NA	Circle Time

Total Capacity @35 sq. ft.: 171

Total Capacity @25 sq. ft.: 184

Total # Children this Date: 104

Total Capacity @35 sq. ft.: 171

Total Capacity @25 sq. ft.: 184

Building	Playground	Playground Occupancy	Playground Compliance
Main	Large Middle Yard	197	C

Comments


The purpose of this visit was to conduct a monitoring visit and to follow up to the previous visit conducted on July 31, 2017.

Consultant provided Emergency Plan template via email on this date.

Consultant left a one-day letter on this date.

Plan of Improvement: Developed This Date 01/30/2018

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).



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.

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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

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

Barbara Bowler, Program Official

Date

Shannon Curtis, 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)

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 based on Consultant's observations that a container of Clorox wipes was stored in an unlocked cabinet accessible to children in the 1st Left Classroom in the left Hall on this date.

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: 1/30/2018

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) **Met**

Comment

Proper hand washing observed throughout the center.

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

Comment

Documentation for medication dispensing observed complete.

Safety

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

Comment

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

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

Comment

Complete documentation of transportation observed.

Sleeping & Resting Equipment

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

Comment

Discussed SIDS and infant sleeping position.

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

Records Reviewed: 40

Records with Missing/Incomplete Components: 1

Staff # 1 Met

Date of Hire: 10/02/2017

Staff # 2 Met

Date of Hire: 04/15/2003

Staff # 3 Met

Date of Hire: 08/28/2017

Staff # 4 Met

Date of Hire: 11/13/2017

Staff # 5 Met

Date of Hire: 08/22/2017

Staff # 6 Date of Hire: 11/10/2016	Met
Staff # 7 Date of Hire: 07/03/2017	Met
Staff # 8 Date of Hire: 10/19/2015	Met
Staff # 9 Date of Hire: 08/22/2017	Met
Staff # 10 Date of Hire: 11/14/2016	Met
Staff # 11 Date of Hire: 01/08/2018	Met
Staff # 12 Date of Hire: 06/09/2004	Met
Staff # 13 Date of Hire: 08/22/2017	Met
Staff # 14 Date of Hire: 03/25/1991	Met
Staff # 15 Date of Hire: 08/17/2017	Not Met
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 16 Date of Hire: 10/02/1995	Met
Staff # 17 Date of Hire: 11/10/2016	Met
Staff # 18 Date of Hire: 07/12/2017	Met
Staff # 19 Date of Hire: 06/08/2017	Met
Staff # 20	Met

Date of Hire: 08/22/2017

Staff # 21 Met

Date of Hire: 09/09/2016

Staff # 22 Met

Date of Hire: 08/24/2017

Staff # 23 Met

Date of Hire: 06/02/2003

Staff # 24 Met

Staff # 25 Met

Date of Hire: 01/24/2018

Staff # 26 Met

Date of Hire: 09/02/2014

Staff # 27 Met

Date of Hire: 08/21/2017

Staff # 28 Met

Date of Hire: 12/18/2014

Staff # 29 Met

Date of Hire: 01/16/2018

Staff # 30 Met

Date of Hire: 08/11/2016

Staff # 31 Met

Date of Hire: 08/22/2017

Staff # 32 Met

Date of Hire: 08/16/2017

Staff # 33 Met

Date of Hire: 08/24/2017

Staff # 34 Met

Date of Hire: 05/16/2016

Staff # 35 Met

Date of Hire: 08/08/2016

Records Reviewed: 40

Records with Missing/Incomplete Components: 1

Staff # 36 Date of Hire: 06/09/2017	Met
Staff # 37 Date of Hire: 08/22/2017	Met
Staff # 38 Date of Hire: 06/19/2015	Met
Staff # 39 Date of Hire: 08/22/2017	Met
Staff # 40 Date of Hire: 08/30/1999	Met

Staff Credentials Reviewed: 40

591-1-1-.09 Criminal Records Check(CR) Not Met

Comment

Director provided seven files for employees hired since last visit on this date.

Finding

591-1-1-.09(1)(a) requires the Center to ensure that every Director, Employee and Provisional Employee of the Child Care Learning Center has a satisfactory records check determination before the individual is present at the Center or before the individual resides in a Center. It was determined based on Consultant's review of employee files that one staff member hired as of August 17, 2017 did not have valid evidence of a satisfactory records check determination on this date.

POI (Plan of Improvement)

The Center will obtain the Required Satisfactory Records Check Determination before an individual is present at the Center while any child is present for care or before residing in a Center.

Correction Deadline: 1/30/2018

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-.31 Staff(CR) Met

Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

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

Adequate supervision observed on this date.