



**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

**Cover Sheet**

**Date:** 6/8/2022    **VisitType:** Licensing Study    **Arrival:** 8:55 AM    **Departure:** 12:10 PM

**CCLC-53678**

**Tiny Treasures Development Center Inc.**

201 Television Circle Savannah, GA 31406 Chatham County  
 (912) 330-4654 Staylor@tinytreasuresdevelopment.com

**Regional Consultant**

Stacey Foston

Phone: (706) 806-0407

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stacey.foston@dec.al.gov

**Mailing Address**

Same

**Quality Rated:** ★

<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.
06/08/2022	Licensing Study	Good Standing	
11/04/2021	Monitoring Visit	Good Standing	
06/07/2021	Monitoring Visit	Good Standing	

**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		0	0	C	5	C	NA	NA		
Main	B	Infants	1	5	C	8	C	NA	NA	Nap, Floor Play	
Main	C	Three Year Olds and Four Year Olds	1	10	C	8	NC	NA	NA	Free Play	
Main	D	Two Year Olds	1	5	C	7	C	NA	NA	Outside	
Main	E	One Year Olds	2	8	C	8	C	NA	NA	Diapering, Transitioning	
Total Capacity @35 sq. ft.:					36	Total Capacity @25 sq. ft.:					0
Total # Children this Date: 28			Total Capacity @35 sq. ft.:			36	Total Capacity @25 sq. ft.:				0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	11	C
Main	Playground B	8	C

**Comments**

A one day letter was left at the center. The video affidavit is to be submitted by June 15, 2022.  
 An in-person visit was conducted on June 8, 2022. The administrative review was completed June 28, 2022. The Consultant completed exit conference by phone and a copy of Licensing report was electronically emailed to the Program on June 30, 2022.

Plan of Improvement: Developed This Date 06/08/2022

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



### Important Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

**Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us) for more information. Free technical assistance is available!**

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), do the following:

- 1) Log into DECAL KOALA [www.decalkoala.com](http://www.decalkoala.com) with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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)

Shaneisla Taylor, Program Official

Date

Stacey Foston, Consultant

Date



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**Findings Report**

**Date:** 6/8/2022      **VisitType:** Licensing Study      **Arrival:** 8:55 AM      **Departure:** 12:10 PM

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The following information is associated with a Licensing Study:

**Activities and Equipment**

**591-1-1-.03 Activities**

**Technical Assistance**

**Technical Assistance**

591-1-1-.03(2) - Ensure current lesson plans are available for review.

**Correction Deadline: 6/8/2022**

**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)**

**N/A**

**Comment**

Center does not provide swimming activities.

**Children's Records**

**Records Reviewed: 5**

**Records with Missing/Incomplete Components: 2**

Child # 1

Met

Child # 2

Not Met

"Missing/Incomplete Components"

.08(1)-Allergies and Disabilities

Child # 3

Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

Child # 4

Met

Child # 5

Met

**591-1-1-.08 Children's Records**

**Not Met**

**Finding**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on a review of records that 1 of 5 records submitted for review did not have the telephone number of the child's primary source of health care. In addition, 1 of 5 records did not have a statement regarding the child's known allergies.

**POI (Plan of Improvement)**

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well.

**Correction Deadline: 7/4/2022**

**Facility**

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

**Not Met**

**Finding**

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on observation that there were 10 children housed in room C which is licensed for 8 children.

**POI (Plan of Improvement)**

Discussed room capacities with the Director. The Center will limit the number of children in this space to the licensed capacity.

**Correction Deadline: 6/8/2022**

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

**Met**

**Comment**

Please be mindful to keep items that pose a hazard inaccessible to children.

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

**Met**

**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute mulch to ensure there is a minimum of 6 inches of mulch in the fall zones of the slides, swings and any climbing equipment.

**Correction Deadline: 6/17/2021**

**Corrected on 6/8/2022**

**.26(8) - The previous citation was observed to be corrected. The center has added mulch to the fall zones of the slide and swings.**

**Food Service**

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

Center menu meets USDA guidelines.

**Comment**

Please ensure that infant feeding forms are updated regularly.

<b>Health and Hygiene</b>
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**591-1-1-.07 Children's Health****Technical Assistance****Technical Assistance**

591-1-1-.07(5) - The consultant observed pacifier attached to a child's clothing in room E and B. Discussed rule 591-1-1-.07(5) which states the Center Staff shall not permit children to wear around their necks or attach to their clothing pacifiers or other hazardous items.

**Correction Deadline: 6/8/2022**

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**591-1-1-.10 Diapering Areas & Practices(CR)****Not Met****Finding**

591-1-1-.10(4) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined based on observation that the staff in room E diapered two children and did not disinfect the change table after each diaper change.

**POI (Plan of Improvement)**

The consultant reviewed steps with staff. Center Staff will be trained and have adequate supplies to properly clean the diaper changing surface between each diaper change.

**Correction Deadline: 6/8/2022**

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

591-1-1-.17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined based on observation that staff in room E did not wash their hands before and after diapering two children.

**POI (Plan of Improvement)**

The Center will train Staff on the handwashing requirements, review the requirements with Staff periodically, and monitor handwashing.

**Correction Deadline: 6/8/2022**

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

The Provider currently does not dispense/administer medication.

<b>Policies and Procedures</b>
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**591-1-1-.21 Operational Policies & Procedures****Met****Comment**

Observed documentation of emergency drills and the center's emergency preparedness plans.

## Safety

### 591-1-1-.11 Discipline(CR)

Met

#### Comment

Age-appropriate redirection observed.

#### Comment

Please be mindful of voice tone in redirecting children.

### 591-1-1-.13 Field Trips(CR)

N/A

#### Comment

Center does not participate in field trips at this time.

### 591-1-1-.36 Transportation(CR)

N/A

#### Comment

Center does not provide routine transportation.

## Sleeping & Resting Equipment

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

Not Met

#### Finding

591-1-1-.30(1)(a)3 requires that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. It was determined based on observation that 6 of 7 cribs sheets in the infant room were not tight fitting.

#### POI (Plan of Improvement)

The director stated the center has the correct size crib sheets and will ensure staff use the correct sheets.

**Correction Deadline: 6/8/2022**

## Staff Records

**Records Reviewed: 11**

**Records with Missing/Incomplete Components: 2**

Staff # 1

Met

Date of Hire: 05/16/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 2

Met

Date of Hire: 06/06/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 3

Not Met

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 4

Met

Date of Hire: 02/11/2021

Staff # 5

Met

Staff # 6

Met

Date of Hire: 03/22/2021

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**Records Reviewed: 11****Records with Missing/Incomplete Components: 2**

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Staff # 7	Met
Date of Hire: 06/06/2002	
Staff # 8	Met
Date of Hire: 06/06/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 9	Not Met
<u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	
Staff # 10	Met
Date of Hire: 06/06/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 11	Met
Date of Hire: 02/01/2021	

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**Staff Credentials Reviewed: 2**

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**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Not Met****Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that staff #3 and #9 were present at the center and had not submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will to ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. 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 to ensure the CRC rules are maintained. The video affidavit is to be submitted by June 15, 2022  
The Center completed an application for the staff and the staff left during the visit to submit Fingerprints to an authorized fingerprinting site.

**Correction Deadline: 6/8/2022****Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that staff #3 and #9 were observed working and the classrooms and not have a a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. 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 ensure the CRC rules are maintained. The two staff members left during the visit and received satisfactory Comprehensive Records Check Determination the next day.

**Correction Deadline: 6/8/2022**

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**591-1-1-14 First Aid & CPR** **Met**

**Comment**

Please add protective eyewear to kit.

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**591-1-1-33 Staff Training** **Met**

**Comment**

Documentation observed of required staff training for the year 2021.

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**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.

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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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.