



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: 5/5/2021 **VisitType:** Licensing Study

Arrival: 3:00 PM

Departure: 5:00 PM

CCLC-2948

Lillie's Lil' Lamb Daycare and Learning Center

3375 Linecrest Rd. Ellenwood, GA 30294 DeKalb County
 (404) 328-0410 lsimmons@lillamb.com

Regional Consultant

Kesha McNeal

Phone: (866) 359-1672

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kesha.mcneal@dec.al.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.
05/05/2021	Licensing Study	Good Standing	
03/09/2021	Incident Investigation & Follow Up	Good Standing	
10/28/2020	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
AS trailer #1	#1		0	0	C	21	C	30	C	
Total Capacity @35 sq. ft.: 21			Total Capacity @25 sq. ft.: 224							
AS trailer #2	#2	Six Year Olds and Over	1	6	C	20	C	28	C	Homework
Total Capacity @35 sq. ft.: 20			Total Capacity @25 sq. ft.: 224							
Main	1st left	Infants	1	6	C	9	C	NA	NA	Transitioning, Nap, Feeding
Main	1st R	Two Year Olds	1	10	C	20	C	NA	NA	Free Play
Main	2nd L	Infants and One Year Olds	1	6	C	8	C	NA	NA	Floor Play
Main	3-rd L	One Year Olds	1	8	C	8	C	NA	NA	Transitioning
Main	3rd R	Three Year Olds	2	15	C	18	C	NA	NA	Centers
Main	4th L	One Year Olds	1	8	C	11	C	NA	NA	Free Play
Main	4th R	Three Year Olds	2	16	C	30	C	NA	NA	Music
Main	5 th-L	Two Year Olds	2	13	C	25	C	NA	NA	Centers
Main	New 1st L	Four Year Olds	1	9	C	18	C	NA	NA	Circle Time
Main	New 1st R	GA PreK	2	12	C	18	C	NA	NA	Circle Time
Main	New 2nd R	Four Year Olds	1	15	C	18	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 183			Total Capacity @25 sq. ft.: 224							
Total # Children this Date: 124			Total Capacity @35 sq. ft.: 224			Total Capacity @25 sq. ft.: 224				

Building	Playground	Playground Occupancy	Playground Compliance
AS trailer #1	Left/rt side of trailer #1	24	C
Main	infant/toddler	38	C
Main	PS/Schoolage	43	C

Comments

An Administrative Review was conducted on May 5, 2021. Staff files, children’s files, training, and background checks were all reviewed. A virtual inspection was conducted on May 13, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on May 1, 2021 was reviewed during the virtual inspection.

On this date the consultant discussed rule changes effective October 1, 2020.

A one day letter was left on this date as well as the Affidavit Verifying Completion of Background Check Video Units that the completion due date is May 20, 2021.

Director provided three file(s) for employees hired since last visit.

Plan of Improvement: Developed This Date 05/05/2021

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.decal.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



Important New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: <https://qualityrated.decal.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@decal.ga.gov

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)

Lillie Simmons, Program Official

Date

Kesha McNeal, Consultant

Date



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Findings Report

Date: 5/5/2021 **VisitType:** Licensing Study **Arrival:** 3:00 PM **Departure:** 5:00 PM

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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 agreements observed obtained/completed.

Comment

Parent authorizations obtained/completed.

Comment

Records were observed to be complete and well organized.

Facility

591-1-1-.06 Bathrooms**Met****Comment**

Bathrooms observed to be clean and well maintained.

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**

Playgrounds observed to be clean and in good repair.

Food Service

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

Center menu meets USDA guidelines.

Comment

591-1-1-.15(2) - 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.

Correction Deadline: 5/5/2021

Comment

591-1-1-.15(7) - 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.

Correction Deadline: 5/5/2021

591-1-1-.18 Kitchen Operations**Met****Comment**

Kitchen appears clean and well organized.

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

Proper hand washing of children and staff was discussed with the staff and the director on this date.

Comment

Proper hand washing observed throughout the center.

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

Comment

Documentation for medication dispensing observed complete.

Policies and Procedures

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

Comment

Program observed complete emergency drills and emergency preparedness plan.

Safety

591-1-1-.05 Animals **N/A**

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 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

A current/completed inspection was observed for all vehicles used in transporting children this date.

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

Pleasant naptime environment observed.

Comment

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

Staff Records

Records Reviewed: 25

Records with Missing/Incomplete Components: 1

Staff # 1

Met

Date of Hire: 08/20/2007

Staff # 2 Met

Date of Hire: 09/16/2013

Staff # 3 Met

Date of Hire: 12/01/2020

Staff # 4 Met

Date of Hire: 01/15/2018

Staff # 5 Met

Date of Hire: 11/10/2020

Staff # 6 Met

Date of Hire: 05/07/2019

Staff # 7 Met

Date of Hire: 08/08/2017

Staff # 8 Met

Date of Hire: 10/20/2020

Staff # 9 Met

Date of Hire: 08/21/2006

Staff # 10 Met

Date of Hire: 03/05/2012

Staff # 11 Met

Date of Hire: 10/20/2020

Staff # 12 Met

Date of Hire: 08/24/2020

Staff # 13 Met

Date of Hire: 03/09/2006

Staff # 14 Not Met

Date of Hire: 04/26/2021

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 15 Met

Date of Hire: 04/08/2002

Records Reviewed: 25**Records with Missing/Incomplete Components: 1**

Staff # 16	Met
Date of Hire: 03/23/2016	
Staff # 17	Met
Date of Hire: 02/08/2021	
Staff # 18	Met
Date of Hire: 12/30/2020	
Staff # 19	Met
Date of Hire: 09/23/2020	
Staff # 20	Met
Date of Hire: 06/01/2008	
Staff # 21	Met
Date of Hire: 06/01/2008	
Staff # 22	Met
Date of Hire: 09/14/2020	
Staff # 23	Met
Date of Hire: 10/26/2020	
Staff # 24	Met
Date of Hire: 09/23/2019	
Staff # 25	Met
Date of Hire: 01/18/2017	

Staff Credentials Reviewed: 10**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Comment**

Director provided three file(s) for employees hired since last visit.

Finding

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on the consultant's review that staff member# 14 did not have the most recently issued determination letter ported electronically as required.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will check decal koala to ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. 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 watch the videos to ensure CRC rules are maintained.

Correction Deadline: 5/5/2021

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

Technical Assistance

Comment

Evidence observed of 50% of center staff certified in First Aid and CPR.

Technical Assistance

591-1-1-.14(1) - Please ensure that "Blended" training (online study plus hands-on skill practice and assessment) is completed in order for the certification to be acceptable.

Correction Deadline: 6/4/2021

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

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on May 1, 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

Adequate supervision observed on this date.

Comment

591-1-1-.32(7) - -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.

Correction Deadline: 5/5/2021