



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: 8/5/2022 **VisitType:** Licensing Study **Arrival:** 3:00 PM **Departure:** 4:15 PM

CCLC-162

The Sunshine House #92

5470 Spalding Dr Norcross, GA 30092 Gwinnett County
 (770) 840-7404 center92@sshhouse.com

Regional Consultant

Leena Mitchell

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Mailing Address

5470 Spalding Dr
 Peachtree Corners, GA 30092

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.
08/05/2022	Licensing Study	Good Standing	
02/10/2022	Incident Investigation Closure	Good Standing	
01/27/2022	Incident Investigation/Licensing Study	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	Infants	1	3	C	15	C	NA	NA	Free Play
Main	1R		2	0	C	21	C	NA	NA	Not In Use
Main	2L		0	0	C	16	C	NA	NA	Not In Use
Main	2R		0	0	C	20	C	NA	NA	Not In Use
Main	3L	One Year Olds and Two Year Olds	2	10	C	18	C	NA	NA	Transitioning, Circle Time
Main	3R		1	0	C	20	C	NA	NA	Not In Use
Main	4L	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	2	19	C	26	C	NA	NA	Centers
Main	4R		0	0	C	16	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 152						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 32			Total Capacity @35 sq. ft.: 152			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	141	C

Comments

The purpose of today's visit was to conduct a licensing study and follow up on previous citations.

Plan of Improvement: To Be Submitted 08/30/2022

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.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 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@decal.ga.gov 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 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)

Ashley Perkins, Program Official

Date

Leena Mitchell, Consultant

Date



**Bright from the Start Georgia Department of Early Care and Learning
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Phone: (404) 657-5562 WWW.DECAL.GA.GOV

Findings Report

Date: 8/5/2022 **VisitType:** Licensing Study **Arrival:** 3:00 PM **Departure:** 4:15 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) - Please ensure to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development.

Correction Deadline: 8/5/2022

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

Met

Comment

A variety of equipment and toys were observed throughout the center.

Comment

Equipment and furniture observed to be properly secured, as applicable.

Correction Deadline: 1/27/2022

Corrected on 8/5/2022

.12(2) - The consultant observed the previous citation to be corrected in that the consultant observed equipment and furniture to be free from hazardous conditions.

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

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 3	Met
Child # 4	Met
Child # 5	Met

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

Met

Comment

Please ensure that parents provide and/or update the following information as needed: release to persons' name, phone number, full address and relationship to the child.

Facility

591-1-1-.06 Bathrooms

Met

Correction Deadline: 1/27/2022

Corrected on 8/5/2022

.06(7) - The consultant observed the previous citation to be corrected in that the consultant observed the bathrooms to be clean on this date.

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

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

Comment

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

Correction Deadline: 2/11/2022

Corrected on 8/5/2022

.25(3) - The consultant observed the previous citation to be corrected in that the consultant observed the center to be clean and in good repair.

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

Technical Assistance

Technical Assistance

591-1-1-.26 - Please ensure to monitor the playground areas for the following hazards:

- Normal wear and tear of playground equipment and toys.
- Potential entrapment hazards in the fence surrounding the playground area.
- Biting and/or stinging insects (i.e. ants, bees, etc.).
- Loose and/or weak tree branches surrounding the playground area.
- Standing water in and around playground equipment after inclement weather.
- Fall zones and resilient surface.

Correction Deadline: 1/27/2022

Corrected on 8/5/2022

.26(4) - The consultant observed the previous citation to be corrected in that the consultant observed fence to be compliant on this date.

Correction Deadline: 2/6/2022

Corrected on 8/5/2022

.26(6) - The consultant observed the previous citation to be corrected in that the consultant observed the playground to be clean and in good repair.

Food Service

591-1-1-.15 Food Service & Nutrition

Not Met

Finding

591-1-1-.15(7) requires that food be served according to manufacturer's instructions and recommendations. 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. Food shall not be accessible or served to children until it has been chopped, diced, cut or mashed and is appropriate for each child's age and individual eating, chewing and swallowing ability. It was determined based on observation that children one and two-year-old children were observed eating cheese cubes for PM snack on this date and raw carrots were served to the children under four-years-old during the week of August 1-5, 2022.

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Correction Deadline: 8/16/2022

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

Hand washing requirements for diapering were discussed with the director on this date.

Comment

Staff state proper knowledge of diapering procedures.

591-1-1-.17 Hygiene(CR)

Met

Comment

Staff were observed to remind children to wash hands.

Correction Deadline: 2/10/2022

Corrected on 8/5/2022

.17(8) - The consultant observed the previous citation to be corrected in that the consultant observed handwashing sinks to have warm running water on this date.

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

Met

Correction Deadline: 1/27/2022

Corrected on 8/5/2022

.20(1) - The consultant observed the previous citation to be corrected in that the provider stated that medication is not dispensed.

Policies and Procedures

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

Not Met

Finding

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on review of records that center did not conduct monthly fire drills and tornado and other emergency situation drills will be conducted every six months are required.

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Correction Deadline: 8/16/2022

591-1-1-.22 Parental Access

Met

Correction Deadline: 1/27/2022

Corrected on 8/5/2022

.22 - The consultant observed the previous citation to be corrected in that the consultant observed the center to permit parent's access to all child care areas of the center on this date.

591-1-1-.27 Posted Notices

Met

Comment

Please make sure that all required signs are posted and up to date.

591-1-1-.29 Required Reporting

Not Met

Finding

591-1-1-.29(3) requires the Director or designated person-in-charge to report or cause to be reported to the Department within twenty-four (24) hours or the next work day: any death of a child while in the care of the Center; any serious illness or injury requiring hospitalization or professional medical attention other than first aid of a child while in the care of the Center; any situation when a child in care becomes missing, such as, but not limited to, a child who is left on a vehicle, a child who leaves the building, playground, or property, or a child who is left behind on any trip; any fire; any structural disaster; any emergency situation that requires temporarily relocating children; and any time the program's operating status changes (i.e., open to closed or temporarily closed and temporarily closed to open). It was determined based on review of records that the program did not administrative review required report within five business days of the in-person visit.

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Correction Deadline: 8/16/2022

Recited on 8/5/2022

Safety

591-1-1-.05 Animals **Met**

Comment

Center does not keep animals on premises.

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

Comment

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

591-1-1-.13 Field Trips(CR) **Met**

Comment

Field trip documentation observed to be complete.

591-1-1-.36 Transportation(CR) **Not Met**

Technical Assistance

591-1-1-.36 - Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director.

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Comment

The consultant observed the following vehicles to have a current vehicle inspection report on file:
- Vehicle Tag # - AZ5 6925- Expires April 5, 2023.

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Finding

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on review of records staff member #11 did not have evidence of transportation training prior to participating in transportation on August 5, 2022.

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Correction Deadline: 8/16/2022

Recited on 8/5/2022

Finding

591-1-1-.36(7)(c) requires the center to use passenger transportation checklists, in a format approved by the Department, to account for each child during transportation. A separate passenger checklist must be used for each vehicle. It was determined based on observation that during the PM bus run on August 5, 2022, the driver did not have evidence of a passenger checklist.

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Correction Deadline: 8/19/2022

Finding

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on observation that during the PM bus run on August 5, 2022, the driver did not document in writing with a check/marks/symbol each time two of two children entered and exited the vehicle.

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Correction Deadline: 8/19/2022

Finding

591-1-1-.36(7)(c)3. requires that the driver or other designated person document in writing the time of arrival and departure each time the vehicle departs from the Center, is loaded or unloaded at each school and when the vehicle returns to the Center; each time the vehicle departs from the Center, arrives at the location where any child is picked up or dropped off and when the vehicle returns to the Center; each time the vehicle leaves the Center, arrives at a field trip destination, leaves a field trip destination, and returns to the Center. It was determined based on observation that during the PM bus run on August 5, 2022, the driver did not document in writing the time of arrival and departure each time the vehicle departs from the center, is loaded or unloaded at each school and when the vehicle returns to the center.

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Correction Deadline: 8/19/2022

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 observation that during the PM bus run on August 5, 2022, the second designated staff person did not conduct a check of the vehicle immediately upon the completion of the first check of the vehicle.

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Correction Deadline: 8/19/2022

Sleeping & Resting Equipment

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

Not Met

Comment

Discussed SIDS and infant sleeping position.

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Finding

591-1-1-.30(1)(b)1 requires that cots and mats are of sound construction and of sufficient size to accommodate comfortably the size and weight of the child; and that mats are in good repair, washable, covered with a waterproof material and at least two inches (2") thick. It was determined based on observation that rest mats in classroom's 3L, 1R, 2R and 3R were not in good repair.

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Correction Deadline: 8/16/2022

Staff Records

Records Reviewed: 11

Records with Missing/Incomplete Components: 2

Staff # 1 Date of Hire: 05/24/2021	Met
Staff # 2 Date of Hire: 04/20/2022	Met
Staff # 3 Date of Hire: 04/29/2013	Met
Staff # 4 Date of Hire: 07/30/2018	Met
Staff # 5 Date of Hire: 06/06/2022	Not Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
<u>"Missing/Incomplete Components"</u> .31(2)(b)2.-Staff Qualifications-Education Missing	
Staff # 6 Date of Hire: 06/27/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 7 Date of Hire: 05/23/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 8 Date of Hire: 12/13/2021	Met
Staff # 9 Date of Hire: 08/01/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 10 Date of Hire: 08/01/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 11 Date of Hire: 10/18/2021	Not Met <u>"Missing/Incomplete Components"</u>

.14(2)-CPR missing,.14(2)-First Aid Missing,.36(3)(a-b)-2 hrs. Transportation Training missing

Staff Credentials Reviewed: 6

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)

Met

Correction Deadline: 1/27/2022

Corrected on 8/5/2022

.09(1)(c) - The previous citation was observed to be corrected. The consultant observed 11 staff members to have evidence of a satisfactory comprehensive determination letter on file.

Correction Deadline: 1/27/2022

Corrected on 8/5/2022

.09(1)(l)3. - The previous citation was observed to be corrected. The consultant observed 11 staff members to have evidence of a satisfactory comprehensive determination letter on file.

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

Met

Comment

Criminal records checks were observed to be complete.

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

Not Met

Correction Deadline: 2/26/2022

Corrected on 8/5/2022

.14(1) - The consultant observed the previous citation to be corrected in that the consultant observed fifty percent (50%) of staff members to have successful completion of CPR and first aid on this date. Please remember that staff members have to complete training within 90 days of hire date.

Finding

591-1-1-.14(1)(a) requires, in a Center that provides transportation, that either the driver or another Staff person present on the vehicle have current evidence of successful completion of a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid offered by certified or licensed health care professionals or trainers and which dealt with the provision of emergency care to infants and children. It was determined based on review of records that staff member #4 transported children from ICAG on August 9-12, 2022, prior to having evidence of successful completion of CPR and first aid.

Correction Deadline: 8/16/2022

Recited on 8/5/2022

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Correction Deadline: 2/26/2022

Corrected on 8/5/2022

.14(2) - The consultant observed the previous citation to be corrected in that the consultant observed newly hired staff to have completed CPR and first aid training within 90 days of hire.

591-1-1-.33 Staff Training **Defer**

Defer

591-1-1-.33(3)- Newly hired staff members are currently within their 90 days of hire. Consultant will review health and safety training for all staff during next regulatory visit.

Correction Deadline: 2/26/2022

Comment

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

Defer

591-1-1-.33(5)- The previous citation was deferred due to the provider having until the end of December 31, 2022, to complete the required 10 hours of annual training. The consultant discussed with the provider to maintain a copy of their completed training certificates for the year 2022 in their personal file or via their Georgia Professional Development System account online.

Correction Deadline: 2/26/2022

591-1-1-.31 Staff(CR) **Not 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.

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Comment

Staff observed to be compliant with applicable laws and regulations.

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Finding

591-1-1-.31(2)(b)3.(ii)(I)-(VIII) requires the Center develop a written plan for newly hired teacher's who do not possess the educational credential or degree listed in 591-1-1-.31(2)(b)2.(i) through (xii). It was determined based on review records that staff member #5, hired on June 6, 2022, did not have a written professional learning plan in place and not have evidence of the educational credential need to be qualified as a lead teacher.

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Correction Deadline: 8/16/2022

Recited on 8/5/2022

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Correction Deadline: 1/27/2022

Corrected on 8/5/2022

.31(2)(c) - The consultant observed the previous citation to be corrected in that the consultant observed staff members labeled as lead teacher had evidence of minimum academic requirements on this date.

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

Correction Deadline: 2/9/2022

Corrected on 8/5/2022

.32(7) - The consultant observed the previous citation to be corrected in that the consultant observed staff to provide adequate supervision on this date.