



**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:** 9/29/2021 **VisitType:** Monitoring Visit

**Arrival:** 10:30 AM

**Departure:** 11:30 AM

**CCLC-162**

**The Sunshine House #92**

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

**Regional Consultant**

Leena Mitchell

Phone: (706) 433-7111

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leena.mitchell@decal.ga.gov

**Mailing Address**

5470 Spalding Dr  
 Peachtree Corners, GA 30092

**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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
09/29/2021	Monitoring Visit	Good Standing	
03/17/2021	Licensing Study	Good Standing	
09/24/2020	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	PreK	1	11	C	15	C	NA	NA	Circle Time
Main	1R	Infants and One Year Olds	1	6	C	21	C	NA	NA	Floor Play
Main	2L		0	0	C	16	C	NA	NA	Not In Use
Main	2R	PreK	1	18	C	20	C	NA	NA	Circle Time
Main	3L	Two Year Olds	2	12	C	18	C	NA	NA	Circle Time, Story
Main	3R	PreK	1	14	C	20	C	NA	NA	Circle Time, Story
Main	4L		0	0	C	26	C	NA	NA	Not In Use
Main	4R	Three Year Olds	1	13	C	16	C	NA	NA	Story, Circle Time

Total Capacity @35 sq. ft.: 152

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 74

Total Capacity @35 sq. ft.: 152

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	141	C

**Comments**

Background checks were all reviewed on September 27, 2021. A virtual inspection was conducted on September 29, 2021 with the director. An in-person visit was not conducted due to the COVID-19 pandemic.

Plan of Improvement: No Plan Developed

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 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.dec.state.ga.us/>  
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.state.ga.us](mailto:qualityrated@dec.state.ga.us)

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.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 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.state.ga.us/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)

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Maria Moor, Program Official

Date

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Leena Mitchell, Consultant

Date



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### Findings Report

**Date:** 9/29/2021    **VisitType:** Monitoring Visit    **Arrival:** 10:30 AM    **Departure:** 11:30 AM

#### CCLC-162

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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 virtual walk through was conducted on this date due to the COVID-19 pandemic. Upon the virtual walk through, a variety of equipment was observed to be clean, properly secured, and in good repair.

#### 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

A virtual walk through was conducted on this date due to the COVID-19 pandemic. The center appeared to be clean, well maintained, and safe from hazardous condition upon virtual walk through.

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

Met

#### Comment

A virtual walk through of the playground was conducted due to the COVID-19 pandemic. The playground was observed to be clean and in good repair.

### Health and Hygiene

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

Staff stated proper knowledge of diapering procedures. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date.

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**591-1-1-.17 Hygiene(CR)****Met****Comment**

Staff stated proper knowledge of hand washing and hygiene procedures for staff and children during virtual visit.

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

The Provider currently does not dispense/administer medication.

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**Policies and Procedures**

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

Program observed complete emergency drills

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**591-1-1-.29 Required Reporting****Met****Comment**

Thank you for reporting as required.

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**Safety**

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**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.

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

Complete documentation of transportation observed.

**Comment**

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

**Comment**

The consultant observed the following vehicles to have a current vehicle inspection report on file:

- Vehicle Tag # - AZ5 6925 - Expires March 12, 2022.

- Vehicle Tag # - AZ5 6926 - Expires March 12, 2022.

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**Sleeping & Resting Equipment**

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**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.

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**Staff Records**

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**Records Reviewed: 11****Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 07/26/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 2	Met
Date of Hire: 02/28/2013	
Staff # 3	Met
Date of Hire: 12/13/2018	
Staff # 4	Met
Date of Hire: 04/29/2013	
Staff # 5	Met
Date of Hire: 07/29/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 6	Met
Date of Hire: 01/25/1998	
Staff # 7	Met
Date of Hire: 03/07/2011	
Staff # 8	Met
Date of Hire: 07/30/2018	
Staff # 9	Met
Date of Hire: 08/03/2015	
Staff # 10	Met
Date of Hire: 08/16/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 11	Met
Date of Hire: 03/01/2013	

**Staff Credentials Reviewed: 6**


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

**Comment**

Criminal record checks were observed to be complete.

**Comment**

The director provided three files for staff members hired since the previous visit conducted on March 17, 2021. The consultant observed three of three newly hired staff members to have evidence of a satisfactory criminal record check letter on file.

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**591-1-1-.31 Staff(CR)** **Met**

**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**

A Virtual Visit was conducted due to the COVID-19 pandemic. Proper supervision of children, including being prompt to children's needs, was discussed with the Director on this date.