



**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:** 9/8/2021    **VisitType:** Licensing Study    **Arrival:** 10:30 AM    **Departure:** 11:30 AM

**CCLC-52745**

**Chunks Learning Center**

6610 Abercorn Street Savannah, GA 31405 Chatham County  
(912) 777-6909 jennylynn@chunkslearningcenter.com

**Regional Consultant**

Chrissy Miller

Phone: (770) 408-5457  
Fax: (770) 408-5461  
chrissy.miller@decal.ga.gov

**Mailing Address**  
Same

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
09/08/2021	Licensing Study	Good Standing
05/26/2021	POI Follow Up	Good Standing
05/07/2021	Complaint Closure	Good Standing

**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.

**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	One Year Olds	1	6	C	17	C	NA	NA	Centers, Floor Play
Main	B	One Year Olds	1	5	C	16	C	NA	NA	Outside
Main	C	Three Year Olds and Four Year Olds	2	20	C	23	C	NA	NA	Lunch, Transitioning
Main	D		0	0	C	23	C	NA	NA	
Main	E	Infants	2	9	C	29	C	NA	NA	Floor Play, Feeding
Main	F (playroom)	Two Year Olds and Three Year Olds	2	16	C	45	C	NA	NA	Lunch
Total Capacity @35 sq. ft.: 132						Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Playground Limitations		
Total # Children this Date: 56			Total Capacity @35 sq. ft.: 132			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A (right)	26	C
Main	B (back)	18	C

**Comments**

An Administrative Review was conducted on September 8, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on September 8, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic.

Plan of Improvement: Developed This Date 09/08/2021

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.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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Jenny-Lynn Cool, Program Official

Date

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Chrissy Miller, Consultant

Date



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### Findings Report

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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 during the virtual inspection.

**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: 5**

Child # 1

Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Address Missing,.08(3)-Address of Release Person Missing,.08(1)-Allergies and Disabilities,.08(1)-Doctor, Clinic, Phone Numbers

Child # 2

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing,.08(1)(a)-Work Address Missing,.08(1)-Allergies and Disabilities

Child # 3

Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Address Missing,.08(3)-Address of Release Person Missing,.08(1)-Allergies and Disabilities

Child # 4

Not Met

"Missing/Incomplete Components"

.08(1)-Allergies and Disabilities,.08(3)-Address of Release Person Missing

Child # 5

Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Address Missing,.08(3)-Address of Release Person Missing,.08(1)-Allergies and Disabilities,.08(1)-Doctor, Clinic, Phone Numbers

**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 the consultant's review of records that five out of five records reviewed were missing the addresses of the person(s) to whom the child may be released, five out of five records were missing the parent's business addresses for their place of employment list on the enrollment form, two out of five records were missing the physician's information, and five out of five records were missing a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program.

**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. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

**Correction Deadline: 9/30/2021**

**Finding**

591-1-1-.08(1)(b) requires Center Staff to maintain a file for each child that includes parental authorizations, including, but not limited to, written authorization for the Center to obtain emergency medical care for the child when the Parent is not available. It was determined based on the consultant's review of records that five out of five records reviewed were missing the required parental authorizations for each child.

**POI (Plan of Improvement)**

The Center will develop and follow a system to place and maintain all types of parental authorizations in these files.

**Correction Deadline: 9/30/2021**

**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**

The center appeared clean and well maintained during the virtual inspection. Please be mindful to keep items that pose a hazard inaccessible to children.

**Comment**

A virtual visit was completed due to COVID-19. The sand on the playground appeared to be well maintained. Please fluff and redistribute as needed. The consultant discussed daily monitoring of the playground and playground equipment to ensure that hazards are not present while children are present for care.

**Food Service**

**Comment**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk  
5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk  
2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://decal.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

**Technical Assistance**

591-1-1-.15(2) - Please ensure that a signed written feeding plan for each child less than one (1) year of age contains the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies.

**Correction Deadline: 9/8/2021**

**Technical Assistance**

591-1-1-.15(4) - Discussed that a feeding chair or similar equipment designed for feeding children shall be provided for the use of each child being fed who is capable of sitting up but who is unable to sit unassisted at a table and must be cleaned with a disinfectant after each use. Such chair or similar equipment shall have a broad base to prevent tipping, a surface that the child cannot raise, a strap or other device which prevents the child from sliding out of the chair, and a feeding surface free of cracks.

**Correction Deadline: 9/8/2021**

**Technical Assistance**

591-1-1-.15(7) - Please be mindful that 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: 9/8/2021**

**Health and Hygiene**

**Comment**

Staff state proper knowledge of diapering procedures during the virtual inspection.

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

The staff stated proper knowledge of hand washing procedures during the virtual inspection. The consultant also observed hand washing supplies at the sinks.

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**591-1-1-.20 Medications(CR)****N/A****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****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 the consultant's review of records that the center has not conducted or documented drills for fire, tornado, and other emergency situations as required.

**POI (Plan of Improvement)**

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

**Correction Deadline: 9/30/2021**

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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)****N/A****Comment**

Center does not provide routine transportation.

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**Sleeping & Resting Equipment**

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

591-1-1-.30(1)(b)3 - Discussed the requirements of sheets or similar coverings for cots or mats. The sheets or coverings shall either be marked for individual use or laundered daily. If marked for individual use, they must be laundered weekly or more frequently if needed.

**Correction Deadline: 9/8/2021****Technical Assistance**

591-1-1-.30(4) - Discussed the storage of the mats and sheets. When storage is available and used for the storage of mats that allows the mats and any bedding to be stored without touching any other mats or bedding, the bedding may be left on the cot or mat. When such storage is not available for the mats, each child's bedding shall be kept separate from other children's bedding and stored in containers marked for individual use, such as, but not limited to, bins, cubbies, or bags.

<b>Staff Records</b>
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**Records Reviewed: 19**

**Records with Missing/Incomplete Components: 3**

Staff # 1	Met
Date of Hire: 08/03/2020	
Staff # 2	Met
Date of Hire: 06/24/2020	
Staff # 3	Met
Date of Hire: 07/06/2020	
Staff # 4	Not Met
Date of Hire: 08/03/2020	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 5	Met
Date of Hire: 07/12/2021	
Staff # 6	Met
Date of Hire: 08/11/2021	
<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>	
Staff # 7	Met
Date of Hire: 01/27/2021	
Staff # 8	Met
Date of Hire: 05/03/2021	
Staff # 9	Met
Date of Hire: 06/24/2020	
Staff # 10	Met
Date of Hire: 01/28/2021	
Staff # 11	Met
Date of Hire: 04/05/2021	
Staff # 12	Met
Date of Hire: 10/08/2020	
Staff # 13	Met
Date of Hire: 01/19/2021	

Staff # 14 Not Met  
 Date of Hire: 05/24/2021  
"Missing/Incomplete Components"  
 .33(3)-Health & Safety Certificate

Staff # 15 Met  
 Date of Hire: 06/23/2020

Staff # 16 Met  
 Date of Hire: 07/28/2021 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 17 Not Met  
 Date of Hire: 08/12/2020  
"Missing/Incomplete Components"  
 .14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 18 Met  
 Date of Hire: 06/24/2020

Staff # 19 Met

**Staff Credentials Reviewed: 8**

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

**Comment**  
 Criminal record checks were observed to be complete.

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

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

**591-1-1-.33 Staff Training Not Met**

**Finding**  
 591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on the consultant's review of records that a staff member who was hired on May 24, 2021 did not have evidence of completing health and safety orientation training within the first 90 days of employment as required.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

**Correction Deadline: 10/8/2021**

**Technical Assistance**

591-1-1-.33(4) - Discussed that the Director who was hired on July 12, 2021 has twelve months from their hire date to obtain at least four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage.

**Correction Deadline: 10/8/2021**

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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. Please be mindful of the lead staff's professional learning plan deadlines to obtain a credential/degree.

**Staffing and Supervision**

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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Technical Assistance**

**Technical Assistance**

591-1-1-.32(4) - Discussed that children under three years old must be housed in separate physical areas from older children and cannot be mixed with older children.

**Correction Deadline: 9/8/2021**

**Technical Assistance**

591-1-1-.32(4)(b) - Discussed that children who turn three-years-old during the regular school year who remain with two-year-olds for the remainder of the school year requires agreement from the older child's Parent(s) for the continued placement.

**Correction Deadline: 9/8/2021**

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**591-1-1-.32 Supervision(CR)**

**Met**

**Comment**

Adequate supervision observed on this date. A virtual visit was conducted due to the COVID-19 pandemic.