



**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:** 11/29/2022 **VisitType:** Licensing Study

**Arrival:** 9:00 AM

**Departure:** 12:45 PM

**CCLC-54900**

**Greater Horizons Enrichment Center**

2834 Milledgeville Road Augusta, GA 30904 Richmond County  
 (706) 496-3784 mendingfamilylives@gmail.com

**Regional Consultant**

Melyn Smith

Phone: (706) 855-3455  
 Fax: (706) 434-7640  
 melyn.smith@dec.al.ga.gov

**Mailing Address**

2029 Bassford Drive  
 Hephzibah, GA 30815

**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.
11/29/2022	Licensing Study	Good Standing	
06/02/2022	Monitoring Visit	Good Standing	
10/18/2021	Initial Licensing Study	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	B: Ones & Twos	Infants and One Year Olds and Two Year Olds and Three Year Olds and Four Year Olds	1	9	NC	9	C	NA	NA	Floor Play, Circle Time, Nap, Centers
Main	C: 3s/4s & Afterschool		0	0	C	9	C	NA	NA	
Total Capacity @35 sq. ft.:			18			Total Capacity @25 sq. ft.: 0				
Total # Children this Date:			9			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	24	C

**Comments**

The purpose of this visit was to conduct a Licensing Study and to follow up on the previous visit.

Plan of Improvement: Developed This Date 11/29/2022

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)

LaTanya Thurmond, Program Official

Date

Melyn Smith, 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)**

**Not Met**

**Comment**

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

**Finding**

591-1-1-.12(1) requires each Employee and child in attendance to use all indoor and outdoor furniture, activity materials, and equipment in a safe and appropriate manner and in accordance with the manufacturer's instructions, recommendations, and intended use. All equipment and furniture shall be used only by the age-appropriate group of children. It was determined, based on observation, that upon the Consultant's arrival two bouncy seats were observed to not be used in a safe manner in the Front Classroom, as the two infants were not strapped in to the bouncy seats.

**POI (Plan of Improvement)**

The Center will ensure Staff are trained in and children are taught the proper use of all furniture, materials and equipment; will implement a plan for this information to be reviewed with both groups on an ongoing basis; and for monitoring proper and age-appropriate usage.

**Correction Deadline: 11/29/2022**

**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(3)-Address of Release Person Missing,.08(3)-Name of Release Person Missing

Child # 2 Not Met  
"Missing/Incomplete Components"  
 .08(1)-Parent Names, Work Numbers,.08(3)-Address of Release Person Missing,.08(3)-Name of Release Person Missing

Child # 3 Not Met  
"Missing/Incomplete Components"  
 .08(3)-Address of Release Person Missing,.08(1)(a)-Work Address Missing

Child # 4 Not Met  
"Missing/Incomplete Components"  
 .08(1)-Doctor, Clinic, Phone Numbers,.08(3)-Address of Release Person Missing,.08(3)-Name of Release Person Missing

Child # 5 Not Met  
"Missing/Incomplete Components"  
 .08(3)-Address of Release Person Missing,.08(1)(a)-Work Address Missing

**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, intellectual disabilities or developmental disabilities which limit the child's participation in the program. It was determined, based on review of records, that after review of five children's files, the following information was observed to be missing:

- Children #1, 2, 3, 4, and 5 were lacking information and/or the addresses for the release persons.
- Child #2 was lacking the information for the child's parents or legal guardians.
- Children #3 and 5 were lacking the work address for one parent.
- Child #4 was lacking the information for the child's primary physician.

**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: 12/2/2022**

	<b>Facility</b>
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**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)**

**Not Met**

**Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined, based on observation, that cords were observed accessible to children in Room B and in the Front Classroom, which posed as a potential strangulation hazard. It was further determined that plastic bags were observed accessible to children in an unsecured cabinet under the handwashing sink in the boy's hallway bathroom on this date.

**POI (Plan of Improvement)**

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

**Correction Deadline: 11/29/2022**

**Technical Assistance**

591-1-1-.25(3) - The Consultant discussed with the Director to please ensure the ventilation fans in the hallway bathrooms were free of dust on this date.

**Correction Deadline: 11/29/2022**

**591-1-1-.25 Physical Plant-Structural/Mechanical**

**Not Met**

**Finding**

591-1-1-.25(19) prohibits the use of unapproved areas for children's activity. It was determined, based on observation, that upon the Consultant's arrival, one staff was observed providing care for eight enrolled children in the Front Classroom which was an area not licensed for children's activity on this date.

**POI (Plan of Improvement)**

The Center will discontinue use of this area.

**Correction Deadline: 11/29/2022**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.26(8) - The Consultant discussed with the Director to please ensure the small patches of grass in the resilient surface beneath and in the fall zones of the climbing equipment were removed to maintain resiliency.

**Correction Deadline: 12/9/2022**

**Technical Assistance**

591-1-1-.26(9) - The Consultant discussed with the Director to please ensure the one active ant bed on the playground was treated.

**Correction Deadline: 11/29/2022**

**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 review of records, that string Colby Jack cheese sticks were served to all children enrolled, which was of similar shape and size of the trachea/windpipe.

**POI (Plan of Improvement)**

The Center will train Staff and monitor food served and accessible to children to ensure that the food does not present a choking hazard.

**Correction Deadline: 11/29/2022**

## Health and Hygiene

### 591-1-1-.10 Diapering Areas & Practices(CR)

Met

#### Comment

Proper diapering procedures observed.

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

Met

#### Comment

Proper hand washing observed throughout the center.

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

Met

#### Comment

Discussed proper medication documentation and procedures.

## Policies and Procedures

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

Met

#### Comment

Program observed complete emergency drills

### 591-1-1-.27 Posted Notices

Not Met

#### Finding

591-1-1-.27 requires each Center to post in a designated area for public viewing near the front entrance the following: the Center's current License or Permit; a copy of these rules; a copy of the current communicable disease chart; a statement allowing Parent(s) access to all child care areas upon notifying any staff member of his or her presence; names of persons responsible for the administration of the Center in the administrator's absence; the dated current week's menu for meals and snacks; emergency plans for severe weather, fire, and other emergency situations; a statement requiring visitors to check in with Staff when entering the Center; no smoking signs; and a notice provided by the Department which advises Parents of their right to review a copy of the Center's most recent licensure evaluation report upon request to the Center Director. The Center shall provide any Parent with a copy of this evaluation report upon request. It was determined, based on observation, that the center was lacking the following posted notices near the front entrance of the center:

- The dated current week's menu for meals and snacks
- The emergency plans for severe weather, fire, and other emergency situations
- A copy of the current communicable disease chart

#### POI (Plan of Improvement)

The Center will post the notices as required and ensure they remain posted.

**Correction Deadline: 11/30/2022**

## Safety

### 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)

N/A

#### 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**

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

**Comment**

The vehicle had an approved fire extinguisher and first aid kit on this date.

**Sleeping & Resting Equipment**

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

**Not Met**

**Comment**

Pleasant naptime environment observed.

**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.

**Finding**

591-1-1-.30(1)(b)3 requires that sheets or similar coverings for cots or mats 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. It was determined, based on observation, that cot sheets were not available for children in Room B on this date.

**POI (Plan of Improvement)**

The Center will ensure that sheets are marked for individual use or washed daily and that marked sheets are washed at least weekly.

**Correction Deadline: 11/29/2022**

**Finding**

591-1-1-.30(1)(b)4 requires that a light cover be available for each child's use on a cot or mat and shall be marked for individual use or laundered daily. If marked for individual use, they must be laundered weekly or more frequently if needed. It was determined, based on observation, that a light cover was not available for each child's use on cots on this date in Room B.

**POI (Plan of Improvement)**

The Center will ensure that a light cover is available for each child and will meet the requirements for laundering.

**Correction Deadline: 11/29/2022**

**Staff Records**

**Records Reviewed: 3**

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

Staff # 1

Met

Date of Hire: 11/21/2022

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

Staff # 2

Met

Date of Hire: 11/10/2021

Staff # 3

Met

Date of Hire: 11/10/2021

**Staff Credentials Reviewed: 2**

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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.

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

**Comment**

Complete first aid kits observed in center and on vehicles.

**Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.

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

**Comment**

Documentation observed of required staff training.

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staffing and Supervision**

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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)** **Not Met**

**Finding**

591-1-1-.32(3) requires a Center with a licensed capacity of 18 or fewer children to maintain Staff-child ratios in mixed-age groups of children under three years old based on the age of the youngest child under three years of age. Where all of the children in any one group are three years of age or older, the age of the majority of the children in the group shall determine the Staff: child ratios . It was determined, based on observation, that upon Consultant's arrival, the staff: child ratio was observed to be 1:8, when it was required to be 2:8. The classroom consisted of two infants, 1 one-year-old child, 2 two-year-old children, 2 three-year-old children, and 1 four-year-old child. During the visit, the staff: child ratio was observed to be 1:9 when another one-year-old child arrived when the staff: child ratio was required to be 2:9.

**POI (Plan of Improvement)**

The Center will determine and maintain Staff: child ratios as required.

**Correction Deadline: 11/29/2022**

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

**Comment**

Adequate supervision observed on this date.