



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

Date: 2/2/2017

VisitType: Monitoring Visit

Arrival: 10:25 AM

Departure: 11:20 AM

FR-38880

Duncan, Michelle

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 (678) 961-7112 meshellduncan@gmail.com

Regional Consultant

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Mailing Address

Same

Compliance Zone Designation		
02/02/2017	Monitoring Visit	Good Standing
09/08/2016	Licensing Study	Good Standing
04/06/2016	Initial Licensing Study	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

Age Ranges	Children Present	Child For Pay	CAPS	Not for Pay	Provider Children
Infant (0-11 mos)	0	0	0	0	0
1 & 2 Years	0	0	0	0	0
3 & 4 Years	5	6	0	0	0
School Age(5+) Years	0	0	0	0	0
Total Under 13 Years	5	6	0	0	0
Total Under 18 Years	5				

Children Present: 5

Total Children: 6


Caregivers/Helpers Present: 1

Total Caregivers/Helpers: 2

Comments

Plan of Improvement: Developed This Date 02/02/2017

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).

	<p>Reminder: All employees of child care programs must be fingerprinted before January 1, 2017. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.</p>
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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@decal.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://decal.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)

Michelle Duncan, Program Official

Date

Jessica Grant, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

Activities and Equipment

290-2-3-.19 Infant-Sleeping Safety Requirements(CR)

Met

Comment

Discussed-SIDS/Infant Sleeping Position

290-2-3-.07 Swimming Pools & Water-related Activities(CR)

Met

Comment

No Swimming Activities Provided

Children's Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 6

Child # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
Dad Work # Missing -(08)(1)(a),Mom Work # Missing -(08)(1)(a),Proof of No Liability Insurance Form	
Child # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
Proof of No Liability Insurance Form	
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
Proof of No Liability Insurance Form	
Child # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
Dad Work # Missing -(08)(1)(a),Proof of No Liability Insurance Form	

Child # 5 Not Met
"Missing/Incomplete Components"
 Proof of No Liability Insurance Form

Child # 6 Not Met
"Missing/Incomplete Components"
 Proof of No Liability Insurance Form

290-2-3-.08 Children's Records

Not Met

Finding

290-2-3-.08(1)(a) requires the Home to maintain a file for each Child that includes the Child's name, birth date, Parent's name, Home and business addresses and telephone numbers. It was determined by review of files that the Provider did not have this information completed for 2 of 6 Children. The two children were missing parent work information.

POI (Plan of Improvement)

The Home Provider will secure the missing information, and to ensure that children's records are completed for future enrollees, the provider will obtain the information from the parent.

Correction Deadline: 2/2/2017

Finding

290-2-3-.08(2)(c)18 requires notification of the absence of a liability insurance policy sufficient to protect its clients. If the Home is not covered by liability insurance sufficient to protect its clients, the Home must notify the Parent of each Child under the care of the program in writing. Each Parent must acknowledge receipt of such notice, and a copy of the acknowledgement shall be kept in the Child's file. It was determined, based on a review of Children's records, that no enrolled children did not have evidence of signed No Liability Signature Forms.

POI (Plan of Improvement)

The Home Provider will obtain and maintain documentation.

Correction Deadline: 2/2/2017

290-2-3-.08 Parental Authorization(CR)

Met

Comment

Parent Authorizations Obtained/Completed

Facility

290-2-3-.11 Physical Plant - Safe Environment(CR)

Met

Comment

Observation-No Hazards Accessible

290-2-3-.13 Physical Plant-Structural/Mechanical(CR)

Met

Comment

Home Clean, Free of Hazards

290-2-3-.13 Playgrounds(CR)

Not Met

Finding

290-2-3-.13(2)(c) requires that fencing material not present a hazard to children and be maintained so as to prevent children from leaving the area. It was determined based on consultant observation that the fence had several protruding bolts and was rusted. Per the provider, the children play on the concrete area next to the home due to seeing a snake present on the enclosed playground. The concrete area is not enclosed .

POI (Plan of Improvement)

To ensure the safety of fencing, the home provider will cut or turn the bolts and remove the rust. Per the provider, the maintenance person will be out on February 7th to make repairs.

Correction Deadline: 2/16/2017

Recited on 2/2/2017

Licensure

290-2-3-.04 Application Requirements(CR)**Met****Comment**

Proper registration observed.

Correction Deadline: 2/2/2017

Safety and Discipline

290-2-3-.11 Discipline(CR)**Met****Comment**

Observed-Discussion/Redirection

290-2-3-.11 Transportation(CR)**Met****Comment**

No transportation.

Staff Records

290-2-3-.21 Criminal Records Check(CR)**Met****Comment**

Criminal Records Check complete

290-2-3-.07 Independent Contractors(CR)**Met****Comment**

No Independent contractors

290-2-3-.07 Other Staff Direct Contact with Children(CR)**Met****Comment**

No additional staff

290-2-3-.07 Students-in-Training(CR)**Met****Comment**

No Students-in-training

290-2-3-.07 Volunteers(CR)**Met****Comment**

No Volunteers

Staff:Child Ratios and Supervision

Comment

Observed-Adequate Supervision