



**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:** 2/15/2017 **VisitType:** Licensing Study

**Arrival:** 12:15 PM

**Departure:** 3:40 PM

**FR-24830**

**Woody-Greene, Celestine A**

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**Regional Consultant**

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**Mailing Address**

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<b>Compliance Zone Designation</b>		
02/15/2017	Licensing Study	Good Standing
08/02/2016	Monitoring Visit	Good Standing
01/07/2016	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)	1	1	0	0	0
1 & 2 Years	1	1	0	0	0
3 & 4 Years	3	3	0	0	0
School Age(5+) Years	0	2	0	0	0
<b>Total Under 13 Years</b>	5	7	0	0	0
<b>Total Under 18 Years</b>	5				

Children Present: 5

Total Children: 7

Caregivers/Helpers Present: 1


Total Caregivers/Helpers: 2

**Comments**

One day letter left.

Plan of Improvement: Developed This Date 02/15/2017

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><b>Reminder:</b> All employees of child care programs must be fingerprinted before <b>January 1, 2017</b>. For instructions and to submit records check applications online, please visit <a href="http://www.decalkoala.com">www.decalkoala.com</a>. 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.

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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](mailto: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.

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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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Celestine Woody-Greene, Program Official

Date

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Stephen Knighton, Consultant

Date



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### Findings Report

**Date:** 2/15/2017    **VisitType:** Licensing Study    **Arrival:** 12:15 PM    **Departure:** 3:40 PM

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The following information is associated with a Licensing Study:

### Activities and Equipment

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

**Not Met**

**Finding**

290-2-3-.19(2)(b) requires that staff shall not place objects or allow objects to be placed in or on the crib with an infant such as but not limited to toys, pillows, quilts, comforters, bumper pads, sheepskins, stuffed toys, or other soft items. It was determined based on consultants observation that a five month old infant was observed to be sleeping with a blanket during naptime.

**POI (Plan of Improvement)**

The Home Provider will ensure that no objects are placed in a crib where an infant child is napping.

**Correction Deadline: 2/15/2017**

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

**Met**

**Comment**

No Swimming Activities Provided

### Children's Records

**Records Reviewed: 7**

**Records with Missing/Incomplete Components: 2**

Child # 1

Not Met

"Missing/Incomplete Components"

Dad Work # Missing -(08)(1)(a),Immunization Form - (08)(1)(c),Proof of No Liability Insurance Form

Child # 7

Not Met

"Missing/Incomplete Components"

Date of Birth Missing -(08)(1)(a),Name Missing - (08)(1)(a),Infant Feeding Plan - (.10)(4)

**Finding**

290-2-3-.08(1)(a) requires the family day care home to maintain a file for each child that includes the child's name, birth date, parents or guardian's name, home and business addresses and telephone numbers. The provider did not have this information completed for 1 of 7 children were missing their parent work address and date of birth.

**POI (Plan of Improvement)**

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

**Correction Deadline: 2/17/2017**

**Recited on 2/15/2017**

**Finding**

290-2-3-.08(1)(c) requires the Home to maintain a file for each Child that includes evidence of age-appropriate immunizations or a signed affidavit against such immunizations; enrollment in the home may not continue for more than 30 day without such evidence. It was determined based on a review of records that the home did not have such evidence for 1 of 7 enrolled Children.

**POI (Plan of Improvement)**

The Home Provider will ensure that an immunization record/signed affidavit is on file for each enrolled Child.

**Correction Deadline: 2/17/2017**

**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 or guardian of each child under the care of the program in writing. Each parent or guardian 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 1 of 7 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: 2/17/2017**

**Recited on 2/15/2017**

**Correction Deadline: 8/2/2016**

**Corrected on 2/15/2017**

**.08(4) - Consultant observed previous citation to be corrected in that provider currently does not have any no-pay students enrolled.**

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

**Met**

**Comment**

Parent Authorizations Obtained/Completed

**Facility**

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

**Met**

**Comment**

Observation-No Hazards Accessible

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

**Met**

**Comment**

Home Clean, Free of Hazards

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**290-2-3-.13 Playgrounds(CR)****Met****Comment**

Outside Area Clean, Well Maintained

**Food Service**

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**290-2-3-.10 Food Service & Nutrition****Not Met****Finding**

290-2-3-.10(4) requires that for the feeding of children under one year old the Home Provider must secure from Parents infant formula and a feeding plan. It was determined that the home provider did not have an infant feeding plan available for an infant in care.

**POI (Plan of Improvement)**

The Home Provider will ensure that infant formula and a feeding plan is secured for children under one year old.

**Correction Deadline: 2/16/2017****Health and Hygiene**

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

Observed-Complete Documentation

**Licensure**

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

290-2-3-.04(1)(d) - Provider cared for five unrelated children for pay on this date.

**Correction Deadline: 2/15/2017****Safety and Discipline**

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

Observed-Discussion/Redirection

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

No transportation.

**Staff Records**

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**290-2-3-.21 Criminal Records Check(CR)****Not Met****Finding**

290-2-3-.21(1)(e) requires every Employee hired before January 1, 2014 must have either a satisfactory Preliminary Records Check Determination or a satisfactory Fingerprint Records Check Determination on file. If the Employee has only a satisfactory Preliminary Records Check, the Employee must obtain a Fingerprint Records Check Determination before January 1, 2017. It was determined based on a review of records that one employee residing in the home did not have a Fingerprint Records Check Determination on file.

**POI (Plan of Improvement)**

The Home Provider will ensure that every employee has a Satisfactory Determination as required by the Rules.

**Correction Deadline: 2/15/2017**

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

No Independent contractors

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

No additional staff

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**290-2-3-.07 Staff Training****Met****Correction Deadline: 2/6/2016****Corrected on 2/15/2017**

.07(4) - Consultant observed previous citation to be corrected in that provider obtained ten clock hours of annual training for fiscal year 2016.

**Correction Deadline: 1/7/2016****Corrected on 2/15/2017**

.07(7) - Consultant observed previous citation to be corrected in that the provider is the only staff member employed at the facility.

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

No Students-in-training

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

No Volunteers

<b>Staff:Child Ratios and Supervision</b>
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**290-2-3-.07 Staff:Child Ratios(CR)****Met****Comment**

Appropriate Ratios Observed

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

Observed-Adequate Supervision