



**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:** 2/23/2017    **VisitType:** Monitoring Visit    **Arrival:** 11:35 AM    **Departure:** 12:20 PM

**FR-000005654**

**Finley, Jillvonn M**

6459 HERITAGE RUN Morrow, GA 30260 Clayton County  
(404) 453-3582 jillvonniefinley@yahoo.com

**Regional Consultant**

Jessica Grant

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**Mailing Address**

6459 HERITAGE RUN  
MORROW, GA 30260

| <b>Compliance Zone Designation</b> |                  |               |
|------------------------------------|------------------|---------------|
| 02/23/2017                         | Monitoring Visit | Good Standing |
| 09/08/2016                         | Licensing Study  | Good Standing |
| 02/25/2016                         | Monitoring Visit | 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 the 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                | 1             | 0    | 0           | 0                 |
| 1 & 2 Years                 | 2                | 4             | 0    | 0           | 0                 |
| 3 & 4 Years                 | 0                | 3             | 0    | 0           | 0                 |
| School Age(5+) Years        | 1                | 7             | 0    | 0           | 0                 |
| <b>Total Under 13 Years</b> | 3                | 15            | 0    | 0           | 0                 |
| <b>Total Under 18 Years</b> | 3                |               |      |             |                   |

Children Present: 3

Total Children: 15


Caregivers/Helpers Present: 2

Total Caregivers/Helpers: 2

**Comments**

Plan of Improvement: Developed This Date 02/23/2017

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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Jillvonnine Finley, Program Official

Date

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Jessica Grant, Consultant

Date



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**Findings Report**

**Date:** 2/23/2017    **VisitType:** Monitoring Visit    **Arrival:** 11:35 AM    **Departure:** 12:20 PM

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The following information is associated with a Monitoring Visit:

|                                 |
|---------------------------------|
| <b>Activities and Equipment</b> |
|---------------------------------|

|  |            |
|--|------------|
| <b>290-2-3-.19 Infant-Sleeping Safety Requirements(CR)</b> | <b>Met</b> |
|--|------------|

**Comment**

Discussed-SIDS/Infant Sleeping Position

|  |            |
|--|------------|
| <b>290-2-3-.07 Swimming Pools &amp; Water-related Activities(CR)</b> | <b>Met</b> |
|--|------------|

**Comment**

No Swimming Activities Provided

|                           |
|---------------------------|
| <b>Children's Records</b> |
|---------------------------|

**Records Reviewed: 15**

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

|           |         |
|-----------|---------|
| Child # 1 | Not Met |
|-----------|---------|

"Missing/Incomplete Components"

Transportation Agreement - (.08)(1)(h),Proof of No Liability Insurance Form

|            |         |
|------------|---------|
| Child # 11 | Not Met |
|------------|---------|

"Missing/Incomplete Components"

Proof of No Liability Insurance Form,Transportation Agreement - (.08)(1)(h)

|            |         |
|------------|---------|
| Child # 14 | Not Met |
|------------|---------|

"Missing/Incomplete Components"

Proof of No Liability Insurance Form,Transportation Agreement - (.08)(1)(h)

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**290-2-3-.08 Children's Records****Not Met****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 all 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: 2/23/2017**

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**290-2-3-.08 Parental Authorization(CR)****Not Met****Finding**

290-2-3-.08(1)(h) requires the Home to maintain Parental agreements for transportation and for field trips, swimming or other activities away from the Home in each Child's record. It was determined by review of files that three children did not have evidence of field trip authorization.

**POI (Plan of Improvement)**

The Home will obtain written parental authorization, as required, before taking Children away from the Home. The Home will also review records; determine if all required information is completed; obtain any missing information; and have a plan to maintain complete records/forms for each Child as they enroll or as changes occur.

**Correction Deadline: 2/23/2017**

|                 |
|-----------------|
| <b>Facility</b> |
|-----------------|

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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**

Per the provider, they go the the park for outdoor play.

|                  |
|------------------|
| <b>Licensure</b> |
|------------------|

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

Proper registration observed.

**Correction Deadline: 2/23/2017**

|                              |
|------------------------------|
| <b>Safety and Discipline</b> |
|------------------------------|

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

Observed-Discussion/Redirection

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

No routine transportation , per the provider.

**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 by review of files that a resident in the home did not have the required evidence of the fingerprint completed.

**POI (Plan of Improvement)**

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

**Correction Deadline: 2/23/2017**

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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 Students-in-Training(CR)****Met****Comment**

No Students-in-training

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

No Volunteers

**Staff:Child Ratios and Supervision**

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

Observed-Adequate Supervision