



**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: 3/7/2017 **VisitType:** Licensing Study **Arrival:** 12:00 PM **Departure:** 1:30 PM

FR-000013638

Matthews, Mattie F

298 COUNTRY CLUB DRIVE Jonesboro, GA 30238 Clayton County
(678) 479-8933 MATTIEMATTHEWS@BELLSOUTH.NET

Regional Consultant

Stephen Knighton

Phone: (770) 342-7943

Fax: (678) 891-5990

coty.cummings@decal.ga.gov

Mailing Address

298 COUNTRY CLUB DRIVE
JONESBORO, GA 30238

Compliance Zone Designation		
03/07/2017	Licensing Study	Good Standing
12/21/2016	Monitoring Visit	Good Standing
03/16/2016	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	4	4	0	0	0
3 & 4 Years	0	1	0	0	0
School Age(5+) Years	0	3	0	0	0
Total Under 13 Years	5	9	0	0	0
Total Under 18 Years	5				

Children Present: 5

Total Children: 9

Caregivers/Helpers Present: 2

Total Caregivers/Helpers: 1

Comments

Plan of Improvement: Developed This Date 03/07/2017

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).

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.



Sign up Today!

www.qualityrated.decal.ga.gov

Any Licensed Program Eligible to Participate

Free Approved Training

Free Technical Assistance

Eligible for \$1,000 Materials Mini Grant

1, 2, 3 Star Rated Programs Receive Bonus Packages

Great Marketing Tool

Raises the Bar in Child Care

For More Information:

Email: QualityRated@decal.ga.gov or Call: 855-800-7747

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)

Mattie Matthews, Program Official

Date

Stephen Knighton, Consultant

Date



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

Findings Report

Date: 3/7/2017 **VisitType:** Licensing Study **Arrival:** 12:00 PM **Departure:** 1:30 PM

FR-000013638

Matthews, Mattie F

298 COUNTRY CLUB DRIVE Jonesboro, GA 30238 Clayton County
(678) 479-8933 MATTIEMATTHEWS@BELLSOUTH.NET

Mailing Address

298 COUNTRY CLUB DRIVE
JONESBORO, GA 30238

Regional Consultant

Stephen Knighton

Phone: (770) 342-7943
Fax: (678) 891-5990
coty.cummings@decal.ga.gov

The following information is associated with a Licensing Study:

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: 9

Records with Missing/Incomplete Components: 1

Child # 1

Not Met

"Missing/Incomplete Components"

Mom Work # Missing -(08)(1)(a),Dad Work # Missing -(08)(1)(a)

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 based on a review of records that the Provider did not have this information completed for 1 of 9 Children.

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 ensure that all enrolled children have complete information in their files.

Correction Deadline: 3/7/2017

Correction Deadline: 12/30/2016

Corrected on 3/7/2017

.08(1)(c) - Consultant observed previous citation to be corrected in that all enrolled children have current immunization records on file.

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

Comment

Parent Authorizations Obtained/Completed

Facility

290-2-3-.08 Physical Plant - Safe Environment Not Met

Finding

290-2-3-.08(8) requires the Home to conduct drills for fire monthly and for tornado and other emergency situations every six months. The Home shall maintain documentation in the Home of the dates and times of these drills for two years. It was determined based on a review of records that a fire drill was not conducted during the month of February 2017.

POI (Plan of Improvement)

The provider will develop and implement a plan and schedule for conducting the required drills, completing the documentation, keeping the documentation on file for two years.

Correction Deadline: 3/31/2017

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) Met

Comment

Outside Area Clean, Well Maintained

Health and Hygiene

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

Comment

Discussed-Documentation/Procedures

Licensure

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: 3/7/2017

Safety and Discipline

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

Comment

Observed-Positive Learning Environment

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

290-2-3-.07 Staff:Child Ratios(CR) **Met**

Comment

Appropriate Ratios Observed

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

Comment

Observed-Adequate Supervision