



**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:** 3/27/2017    **VisitType:** Licensing Study    **Arrival:** 9:25 AM    **Departure:** 11:25 AM

**FR-32519**

**Hill, Tonya D**

4081 Cumberland Drive Snellville, GA 30039 Gwinnett County  
 (678) 789-7748 thill1970@hotmail.com

**Regional Consultant**

Dianne Clarke

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 Same

<b>Compliance Zone Designation</b>		
03/27/2017	Licensing Study	Good Standing
08/16/2016	Monitoring Visit	Good Standing
02/10/2016	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 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	3	2	0	2	0
3 & 4 Years	2	2	0	0	0
School Age(5+) Years	0	0	0	0	0
<b>Total Under 13 Years</b>	6	5	0	2	0
<b>Total Under 18 Years</b>	6				

Children Present: 6

Total Children: 7

Caregivers/Helpers Present: 1

Total Caregivers/Helpers: 3

**Comments**

Plan of Improvement: Developed This Date 03/27/2017

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](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.



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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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Tonya Hill, Program Official

Date

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Dianne Clarke, Consultant

Date



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### Findings Report

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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)**

**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: 7**

**Records with Missing/Incomplete Components: 5**

Child # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
Immunization Form - (.08)(1)(c),Dad Work # Missing -(08)(1)(a)	
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
Proof of No Liability Insurance Form	
Child # 5	Not Met
<u>"Missing/Incomplete Components"</u>	
Dad Work # Missing -(08)(1)(a)	
Child # 6	Not Met
<u>"Missing/Incomplete Components"</u>	
Dad Work # Missing -(08)(1)(a)	

Child # 7

Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(1)(c), Mom 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. The Provider did not have this information completed for three of seven children in that two were missing dad's work address and one was missing dad's work phone number.

**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 the information is completed for all children.

**Correction Deadline: 3/27/2017**

**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 two of seven 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: 3/27/2017**

**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 one of seven 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: 3/27/2017**

**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)(a) requires that outdoor play areas be kept clean and free of hazards such as exposed sharp corners of concrete or equipment, rust and splinters on equipment, broken glass, open drainage ditches, holes and stagnant water. It was determined based on observation that a potential hazard existed in that the top of the pole was observed to be detached and hanging down on the left back portion of the playground.

**POI (Plan of Improvement)**

To ensure the health and safety of children, the Home Provider will have the pole repaired.

**Correction Deadline: 4/6/2017**

**Licensure**

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

**Met**

**Comment**

290-2-3-.04(2)(g) - The provider cared for five unrelated children for pay and one related child not for pay.

**Correction Deadline: 3/27/2017**

**Safety and Discipline**

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

**Met**

**Comment**

Pleasant Interactions Observed

**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

**Comment**

No new hires

**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

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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