



**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:** 7/27/2017    **VisitType:** Licensing Study    **Arrival:** 1:15 PM    **Departure:** 3:30 PM

**FR-9900107587**

**Booker, Shelestine**

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Joint with: Chrische Walker

<b>Compliance Zone Designation</b>		
07/27/2017	Licensing Study	Good Standing
01/06/2017	Monitoring Visit	Good Standing
08/17/2016	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 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	0	0	0	0
1 & 2 Years	1	1	0	0	0
3 & 4 Years	1	2	0	0	0
School Age(5+) Years	0	2	0	1	0
<b>Total Under 13 Years</b>	2	5	0	1	0
<b>Total Under 18 Years</b>	2				

Children Present: 2

Total Children: 6


Caregivers/Helpers Present: 3

Total Caregivers/Helpers: 1

**Comments**

Plan of Improvement: Developed This Date 07/27/2017

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).

	<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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Shelestine Booker, Program Official

Date

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Tiffany Whigham, Consultant

Date

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Chrische Walker, Consultant

Date



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### Findings Report

**Date:** 7/27/2017    **VisitType:** Licensing Study    **Arrival:** 1:15 PM    **Departure:** 3:30 PM

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The following information is associated with a Licensing Study:

### Activities and Equipment

**290-2-3-.12 Equipment and Supplies(CR)**

**Met**

**Comment**

Observed-Variety Of Equipment

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

**Met**

**Comment**

Not caring for infants

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

**N/A**

**Comment**

No Swimming Activities Provided

### Children's Records

**Records Reviewed: 6**

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

Child # 2

Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(1)(c)

Child # 4

Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(1)(c)

Child # 5

Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(1)(c)

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**290-2-3-.08 Children's Records****Not Met****Finding**

290-2-3-.08(2) 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 days without such evidence. It was determined based upon consultant's observation, that three out of the six children enrolled did not have current immunizations on file on this date.

**POI (Plan of Improvement)**

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

**Correction Deadline: 8/4/2017**

<b>Facility</b>
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**290-2-3-.11 Physical Plant - Safe Environment(CR)****Not Met****Technical Assistance**

The provider will ensure to post a written plan for handling emergencies, including but not limited to fire, severe weather, loss of electrical power or water, and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the Home. The Home will have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, continuity of operations, accommodation of infants and toddlers, children with disabilities, and children with chronic medical conditions. No Home personnel shall impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals.

**Correction Deadline: 8/6/2017****Finding**

290-2-3-.11(2)(c) requires that documentation of drills required by these rules shall be maintained in the Home. The Home shall conduct drills for fire, tornado, and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Home shall maintain documentation of the dates and times of these drills for two years. It was determined based upon consultant's observation, that the provider did not have proof of conducting monthly fire drill, tornado and other emergency situation drills every six months for the year of 2016 and 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: 8/26/2017****Comment**

Reminder-Keep Hazards Inaccessible

**Technical Assistance**

Provider will ensure that at least one UL Approved smoke detector to be on each floor of the Home and such detectors to be maintained in working order.

**Correction Deadline: 8/6/2017**

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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)****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 upon consultant's observation, that a bottle of insect repellent and a green water holes were in the play area and accessible to children on this date.

**POI (Plan of Improvement)**

The Home will repair any and all identified outdoor hazards and will monitor playground daily or more often as needed to ensure that the Home's outdoor play area is kept clean and free of hazards.

**Correction Deadline: 7/28/2017**

**Finding**

290-2-3-.13(2)(d) requires that outside play areas be protected from traffic or other hazards by fencing or other barriers at least four feet in height and approved by the Department. Fencing material shall not present a hazard to children. A fence shall be provided around swimming pools to make them inaccessible when not in use. It was determined based upon consultant's observation, that the entrance gate to the wooden fencing, the railing on the right side, and middle was loose and not in good condition.

**POI (Plan of Improvement)**

The Home will enclose the outside play area(s) with a four-foot high fence or other Department-approved barrier and inspect regularly to ensure fencing material is safe and any hazards identified are repaired or replaced. The Home will install or repair a fence around swimming pools that makes them inaccessible to children.

**Correction Deadline: 7/27/2017**

<b>Food Service</b>
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**290-2-3-.10 Food Service & Nutrition** **Met**

**Comment**

Consultant informed provider that that meals and snacks be nutritious, well balanced, and varied. Lunch and supper meals shall consist of vegetables or fruit or both; meat, poultry, fish, cheese, eggs, or protein substitute; bread; and milk unless the child has a specific health reason for prohibiting milk. Provider will ensure to provide proof that the meals and snacks requirements are being meet.

**Correction Deadline: 7/27/2017**

<b>Health and Hygiene</b>
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**290-2-3-.11 Children's Health and Hygiene(CR)** **Met**

**Comment**

Staff Stated Proper Knowledge

**290-2-3-.11 Diapering Areas & Practices(CR)** **Met**

**Comment**

No Diapered Children Enrolled

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

**Comment**

Provider stated that no medication is administered at this time.

<b>Licensure</b>
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**290-2-3-.04 Application Requirements(CR)** **Met**

**Comment**

Consultant observed provider to care for two unrelated children for pay on this date.

**Safety and Discipline**

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**290-2-3-.11 Animals** **Met**

**Comment**

No Animals Kept

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

**Comment**

Pleasant Interactions Observed

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

**Comment**

No Routine Transportation Provided

**Staff Records**

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

**Finding**

290-2-3-.21(1)(a) requires the Home to ensure that the Provider, every actual and potential Employee and Provisional Employee has a Satisfactory Records Check Determination before the individual is present at the Home while any child is present at the Home. It was determined based upon consultant's observation, that a person present in the home did not have proof of a local criminal records check or a satisfactory fingerprint determination. In addition, a person residing in the home was present with a satisfactory local but did not have proof of a fingerprint clearance letter on file.

**POI (Plan of Improvement)**

The Home Provider will obtain the required satisfactory records check determination(s). The Home will ensure that the Provider, every actual and potential Employee and Provisional Employee has a Satisfactory Records Check Determination. The Provider, Employees, and Provisional Employees MUST have a Satisfactory Records Check Determination to reside in and be at the Home when a child is present for care.

**Correction Deadline: 7/27/2017**

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**290-2-3-.07 First Aid & CPR** **Not Met**

**Finding**

290-2-3-.07(5) requires the Home to maintain for the Provider and any Provisional Employee or Employee with direct care responsibilities current evidence of successful completion of a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid which have been offered by certified or licensed health care professionals or trainers and which dealt with emergency care for infants and children. This training must be completed prior to initial licensure for the Provider and within 90 days from date of hire for Provisional Employees and Employees. It was determined based upon consultant's observation, that the provider did not have proof of a current CPR and First-Aid certification on this date.

**POI (Plan of Improvement)**

The Home will obtain the required CPR and first aid training and will keep certificates, cards, or other proof of training on file. The Home will submit proof of training to the Department, if requested.

**Correction Deadline: 8/26/2017**

**Comment**

Staff qualifications/compliance with law

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**290-2-3-.07 Staff Training****Not Met****Finding**

290-2-3-.07(4) requires the Provider, Employees and Provisional Employees with direct care responsibilities to complete health and safety training at the time of employment. Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the training within the first 90 days of employment. The training must address the following health and safety topics: prevention and control of infectious diseases; prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome and abusive head trauma; emergency preparedness and response planning for emergencies resulting from a natural disaster, or threatening event such as violence at the facility; handling and storage of hazardous materials and the appropriate disposal of bio contaminants; and precautions in transporting children (if applicable).

It was determined based upon consultant's observation, that the provider did not have proof of completing the required health and safety orientation on this date.

**POI (Plan of Improvement)**

The Provider will complete the required training and will ensure any Employees complete the training. The Provider will develop a plan to ensure that any new Employees complete the training as required.

**Correction Deadline: 8/26/2017****Finding**

290-2-3-.07(6) requires the Home to maintain for the Provider and any Provisional Employee or Employee, current evidence of successful completion of ten (10) clock hours of diverse training which is related to the care of children and which is offered by an accredited college, university or vocational program or other Department approved source annually. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training programs shall be maintained in the Home by the Provider, as required by these rules. It was determined based upon consultant's observation, that the provider had proof of completing four out of the ten required annual training hours on this date.

**POI (Plan of Improvement)**

The Home will obtain the required annual training and will keep certificates, cards, or other proof of training on file. The Home will submit proof of training to the Department, if requested.

**Correction Deadline: 12/31/2017**

<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)****Technical Assistance****Technical Assistance**

Provider will ensure that children are supervised at all times and a plans to be made to obtain additional adult help in cases of emergencies.

**Correction Deadline: 7/27/2017**

