



**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:** 1/12/2021    **VisitType:** Licensing Study    **Arrival:** 10:30 AM    **Departure:** 12:00 PM

**FR-000001939**

**Sutherland, Ethel**

2502 MILLER OAKS CIR Decatur, GA 30035 DeKalb County  
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**Regional Consultant**

Roslyn Williams

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**Mailing Address**

2502 MILLER OAKS CIR  
DECATUR, GA 30035

**Quality Rated:**

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
01/12/2021	Licensing Study	Good Standing	
08/26/2020	Complaint Investigation by Phone	Good Standing	
07/23/2020	Monitoring Visit	Good Standing	

**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	0	4	0	0	0
3 & 4 Years	3	6	0	0	0
School Age(5+) Years	2	6	0	0	0
<b>Total Under 13 Years</b>	5	16	0	0	0
<b>Total Under 18 Years</b>	5				
Children Present: 5		Total Children: 16			
Caregivers/Helpers Present: 1		Total Caregivers/Helpers: 1			

**Comments**

Plan of Improvement: Developed This Date 01/12/2021

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).



Please refer to the website, <http://www.dec.state.ga.us/CCS/RulesAndRegulations.aspx>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

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@dec.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 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://dec.state.ga.us/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)



**Important New Deadlines:**

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us)

Ethel Sutherland, Program Official

Date

Roslyn Williams, 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-.12 Equipment and Supplies(CR)**

**Met**

**Comment**

A variety of equipment and toys were observed.

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

**Met**

**Comment**

Currently the provider is not caring for infants. (This rule was not evaluated on this date)

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

**Met**

**Comment**

There is no pool on the property

### Children's Records

**Records Reviewed: 5**

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

Child # 1

Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2),Name Missing - (.08)(1),Date of Birth Missing -(.08)(1),Parents Names Missing -(.08)(1),Mom Home # Missing -(.08)(1),Mom Work # Missing -(.08)(1)

Child # 2

Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2)

Child # 3

Met

Child # 4

Met

Child # 5

Met

**290-2-3-.08 Children's Records**

**Not Met**

**Finding**

290-2-3-.08(1) requires the Home to have a current and updated record for each Child in care and for a period of one (1) year after each Child leaves. Such records shall include: identifying information (Child's name, birth date, Parent's name, home and business addresses, telephone numbers); name, address and telephone number of persons, including Child's physician, to contact in emergencies; and name, address, telephone numbers, relationship to Child and to Parent(s) and other identifying information of person(s) to whom the Child may be released. It was determined based on review of records that the Home did not have evidence of a complete record for one child enrolled.

**POI (Plan of Improvement)**

The Home Provider will obtain the missing information and maintain the Children's records as required.

**Correction Deadline: 1/12/2021**

**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 on review of records that the home did not have evidence of a current age-appropriate immunizations for two children enrolled.

**POI (Plan of Improvement)**

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

**Correction Deadline: 1/19/2021**

**Facility**

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

**Met**

**Comment**

An operable and appropriately sized fire extinguisher was observed in the home this date.

**Comment**

Operable smoke detector(s) were observed as required in the home this date.

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

**Met**

**Comment**

The Home appears clean and free from hazards.

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

**Met**

**Comment**

There is no pool on the property

**Health and Hygiene**

**290-2-3-.11 Children's Health and Hygiene(CR)**

**Met**

**Comment**

Staff state proper knowledge of hand washing and hygiene procedures.

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

**Met**

**Comment**

Staff state proper knowledge of diapering procedures.

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

**Met**

**Comment**

Per the provider no medication is currently dispensed

**Licensure**

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

**Met**

**Correction Deadline: 8/26/2020**

**Corrected on 1/12/2021**

**.04(1)(d) - The previous citation was corrected. The consultant observed the appropriate number of children for pay in the Home.**

**Safety and Discipline**

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

**Met**

**Correction Deadline: 8/26/2020**

**Corrected on 1/12/2021**

**.11(3) - The previous citation was corrected. The consultant observed the Provider to use appropriate discipline with children in care.**

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

**Met**

**Comment**

The provider does not provide routine transportation.

**Staff Records**

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**290-2-3-.21 Criminal Records and Comprehensive Background Checks(CR)**

**Met**

**Correction Deadline: 8/26/2020**

**Corrected on 1/12/2021**

**.21(1)(a) - The previous citation was corrected. A valid satisfactory Comprehensive Records Check Determination was on file for the Provider and spouse.**

**Correction Deadline: 8/26/2020**

**Corrected on 1/12/2021**

**.21(1)(c) - The previous citation was corrected. A valid satisfactory Comprehensive Records Check Determination was on file for the Provider and spouse.**

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**290-2-3-.07 First Aid & CPR**

**Technical Assistance**

**Technical Assistance**

290-2-3-.07(8) - Training requirements were discussed with the Provider.

**Correction Deadline: 2/11/2021**

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**290-2-3-.07 Staff Qualifications(CR)**

**Met**

**Comment**

Staff observed to be compliant with applicable laws and COVID 19 regulations.

**Finding**

290-2-3-.08(14) requires that documentation of training be maintained in the Home and include the following: 1) title of training, 2) date of training, 3) number of clock hours obtained and 4) name(s) of trainers/sponsoring organizations. It was determined based on review of records that the Home did not have evidence of annual training for 2020.

**POI (Plan of Improvement)**

The Home Provider will ensure that complete training information is on file.

**Correction Deadline: 12/31/2021**

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

Appropriate ratios were observed on this date.

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

The Provider was observed directly supervising and being attentive to the needs of the children.