



**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: 10/4/2018 **VisitType:** Licensing Study **Arrival:** 11:00 AM **Departure:** 2:25 PM

FR-000002153

Hartley, Cathy L

345 Elam Road Gordon, GA 31031 Wilkinson County
(478) 233-4523 clhcs@yahoo.com

Regional Consultant

Kimberly Stoy

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kimberly.stoy@dec.al.gov

Mailing Address

Same

Quality Rated: No

Compliance Zone Designation			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.
10/04/2018	Licensing Study	Support	
05/01/2018	Monitoring Visit	Good Standing	
11/30/2017	LS POI Follow Up	Good Standing	

Ratios/License Capacity

Age Ranges	Children Present	Child For Pay	CAPS	Not for Pay	Provider Children
Infant (0-11 mos)	2	2	0	0	0
1 & 2 Years	3	2	0	0	0
3 & 4 Years	2	2	0	0	0
School Age(5+) Years	0	1	0	0	0
Total Under 13 Years	7	7	0	0	0
Total Under 18 Years	7				

Children Present: 7	Total Children: 8
Caregivers/Helpers Present: 3	Total Caregivers/Helpers: 6

Comments

This was the first visit of the fiscal year.

Plan of Improvement: To Be Submitted 10/31/2018

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/Regulations.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.

- 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

Cathy Hartley, Program Official

Date

Kimberly Stoy, Consultant

Date



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Findings Report

Date: 10/4/2018 **VisitType:** Licensing Study **Arrival:** 11:00 AM **Departure:** 2:25 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)

Not Met

Finding

290-2-3-.12(5) requires all indoor and outdoor furniture, activity materials, and equipment shall be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint and kept clean. It was determined based on observation that the toy car on the playground was missing a gas cap causing it to be hazardous. It was further determined that on the playground the following hazards were accessible: the play table was broken exposing sharp plastic, the tricycle is broken exposing sharp plastic, and the buggy is missing a wheel.

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Correction Deadline: 10/4/2018

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

Not Met

Finding

290-2-3-.19(1)(b) requires that cots and mats shall be provided for each child who is two (2) years of age or older and who is required to take a nap and for each child under the age of two years who can climb out of a crib or other equipment approved for infant sleep. It was determined based on observation that there were five children that required a mat and only four mats were provided. The one child that did not have a mat was observed to be sleeping on the couch.

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Correction Deadline: 10/14/2018

Technical Assistance

290-2-3-.19(1)b)3 - Discussed with provider about ensuring children have sheets on their mats during nap time.

Correction Deadline: 10/4/2018

Finding

290-2-3-.19(2) requires that a Family Child Care Learning Home shall provide a safe sleep environment in accordance with American Academy of Pediatrics (AAP), Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials (ASTM) recommendations as listed in these rules for all infants and one-year-old children when placed for sleep in a safety approved crib or in any other type of equipment approved for infant sleep. Staff shall place an infant to sleep on the infant's back unless the Parent has provided a physician's written statement authorizing another sleep position for that particular infant that includes how the infant shall be placed to sleep and a time frame that the instructions are to be followed. When an infant can easily turn over from back to front and back again, Staff shall continue to put the infant to sleep initially on the infant's back, but allow the infant to roll over into his or her preferred positions and not re-position the infant. Sleepers, sleep sacks and wearable blankets that fit according to the commercial manufacturer's guidelines and will not slide up around the infant's face may be used when necessary for the comfort of the sleeping infant, however swaddling shall not be used unless the Home has been provided a physician's written statement authorizing its use for a particular infant that includes instructions and a time frame for swaddling the infant. Staff shall not place objects or allow objects to be placed in or on the crib with an infant such as but not limited to toys, pillows, quilts, comforters, bumper pads, sheepskins, stuffed toys, or other soft items and shall not attach objects or allow objects to be attached to a crib with a sleeping infant such as but not limited to crib gyms, toys, mirrors and mobiles. It was determined based on observation that a ten-month-old was observed to have a blanket in the pack and play while sleeping on this date.

Correction Deadline: 10/4/2018

Recited on 10/4/2018

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

Met

Comment

Pool not in use at this time, gates observed locked.

_____ **Children's Records** _____

Child # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
Proof of No Liability Insurance Form	
Child # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
Parents Address-.08(13),Phone Numbers-.08(13),Name Missing-.08(13)	
Child # 3	Met
Child # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
Immunization Form - (.08)(2),Proof of No Liability Insurance Form	
Child # 5	Not Met
<u>"Missing/Incomplete Components"</u>	
Proof of No Liability Insurance Form	
Child # 6	Not Met
<u>"Missing/Incomplete Components"</u>	
Dad Work # Missing -(.08)(1),Physician & Emergency Contact Information - (.08)(1),Immunization Form - (.08)(2),Proof of No Liability Insurance Form	
Child # 7	Not Met
<u>"Missing/Incomplete Components"</u>	
Dad Work # Missing -(.08)(1),Physician & Emergency Contact Information - (.08)(1),Immunization Form - (.08)(2),Proof of No Liability Insurance Form	

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 a review of records that one child did not have enrollment forms on site. It was further determined that two children were missing the father's work information on the enrollment forms.

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Correction Deadline: 10/4/2018

Finding

290-2-3-.08(11) requires that 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 records that six of eight records did not have a no liability statement on file.

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Correction Deadline: 10/4/2018

Finding

290-2-3-.08(13) requires documentation for the care of children, related and unrelated, for whom no pay is received to include a notarized statement from the Parent(s) attesting to the non-pay status. It was determined based on a review of records that two children that are kept for no pay did not have notarized statements from the parents attesting to the non-pay status.

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Correction Deadline: 10/4/2018

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 a review of records that two children did not have immunization records on file.

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Correction Deadline: 10/4/2018

Facility

Finding

290-2-3-.11(2)(f) requires that poisons, medicines, cleaning agents and other hazardous materials be in locked areas or inaccessible to children. It was determined based on observation that a diaper bag that contained Desitin, Orajel, and Benadryl was left on the floor accessible to the children. It was further determined based on observation that a can of Lysol was sitting on a table accessible to the children.

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Correction Deadline: 10/4/2018

Recited on 10/4/2018

Comment

The Home appears clean and free from hazards.

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 the siding on the corner of the shed was broken exposing sharp edges accessible to children.

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Correction Deadline: 10/14/2018

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 on observation that the gate between the playground and the pool had a seven and one-half inch gap under the gate causing an entrapment hazard. It was further determined that there was not a fence around the shed on the front left side of the playground and there was an eight-inch gap under the shed causing an entrapment hazard.

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Correction Deadline: 10/19/2018

Recited on 10/4/2018

Health and Hygiene

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

Not Met

Finding

290-2-3-.11(1)(i) requires that personnel shall wash their hands with liquid soap and warm running water: immediately before and after each diaper change; immediately upon the first Child's arrival in the Home for care and upon re-entering the Home after outside play; before and after dispensing oral medications and applying topical medications, ointments, creams or lotions, handling and preparing food, eating, drinking, preparing bottles, feeding or assisting children with eating and drinking; after toileting or helping children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids such as, but not limited to, mucus, saliva, vomit or blood, and after contamination by any other means. It was determined based on observation that the staff did not wash their hands after changing two infants.

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Correction Deadline: 10/4/2018

Finding

290-2-3-.11(1)(j) requires children's hands to be washed with liquid soap and warm running water: immediately upon arrival for the day and re-entering the child care area after outside play; before and after eating meals and snacks, handling or touching food, and playing in water; after toileting and diapering, playing in sand, touching animals or pets, contact with bodily fluids such as, but not limited to, mucus, saliva, vomit or blood, and after contamination by any other means. It was determined based on observation that two children did not wash their hands after diaper changes. It was also determined that the children did not wash their hands after eating lunch.

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Correction Deadline: 10/4/2018

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

Not Met

Finding

290-2-3-.11(1)(f) requires diapers to be changed in the Child's own crib or on a nonporous surface which is cleaned with a disinfectant and dried with a single use disposable towel after each diaper change. It was determined based on observation that the diaper changing pad was not sanitized after two diaper changes.

Correction Deadline: 10/4/2018

290-2-3-.11 Medications(CR) **N/A**

Comment
Provider does not currently dispense medication.

Licensure

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

Comment
Appropriate number of children observed in Family Child Care Learning Home this date.

Safety and Discipline

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

Comment
Appropriate vaccination records were available on this date.

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

Comment
Pleasant interactions observed between the provider and children in care.

290-2-3-.11 First Aid Kit **Met**

Comment
Please replace/add missing/expired item(s) in first aid kit(s).

290-2-3-.11 Transportation(CR) **N/A**

Comment
The provider does not provide routine transportation.

Staff Records

290-2-3-.21 Criminal Records and Comprehensive Background Checks(CR) **Not Met**

Finding
290-2-3-.21(1)(a) requires the Home to ensure that the Provider, every actual and potential Employee(including residents age 17 and older) and Provisional Employee of the Family Child Care Learning Home has submitted both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that the Director did not complete a records check application to the department.

Correction Deadline: 10/4/2018

290-2-3-.21 Criminal Records Check(CR) **Met**

Correction Deadline: 5/1/2018

Corrected on 10/4/2018
.21(1)(a) - Previous citation was correct on this date.

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 on a review of records that the helper did have have evidence of current CPR and First Aid training.

Correction Deadline: 11/3/2018

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

Comment
Staff observed to be compliant with applicable laws and regulations.

290-2-3-.07 Staff Training **Met**

Comment
Provider did not have documentation of 2017 training due to a house fire in January 2018.

Staff:Child Ratios and Supervision

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

Comment
Appropriate ratios were observed on this date.

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

Comment
Adequate supervision observed on this date.