



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.



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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.

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@decga.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://decga.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)

Esther Carson, Program Official

Date

Neli Todorova, 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: 10/31/2017 **VisitType:** Monitoring Visit

Arrival: 11:50 AM

Departure: 2:05 PM

FR-000010242

Carson, Esther

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The following information is associated with a Monitoring Visit:

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

Discussed SIDS/ Safe sleep.

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

N/A

Comment

No Swimming Activities Provided

Children's Records

Records Reviewed: 9

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met
Child # 6	Met

Records Reviewed: 9

Records with Missing/Incomplete Components: 0

Child # 7	Met
Child # 8	Met
Child # 9	Met

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 on review of records that four of the enrolled children did not have evidence of current immunizations on file.

POI (Plan of Improvement)

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

Correction Deadline: 10/31/2017

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

Not Met

Technical Assistance

290-2-3-.11(2)(a) - Consultant discussed with provider to update the existing emergency plan to include all required topics.

Correction Deadline: 11/10/2017

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 on review of records that there was no documentation fire drills performed since February 2017 and no tornado drills documented for 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. Consultant provided new drills form to include lock down drills in addition to the fire and tornado drills.

Correction Deadline: 11/30/2017

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

Technical Assistance

Technical Assistance

290-2-3-.13(1)(c) - Consultant discussed with provider to make sure that the equipment and toys do not obstruct the exits.

Correction Deadline: 10/31/2017

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

Met

Comment

Outside Area Clean, Well Maintained

	Food Service
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290-2-3-.10 Food Service & Nutrition

Technical Assistance

Technical Assistance

290-2-3-.10(6) - New USDA requirements discussed.

Correction Deadline: 10/31/2017

Health and Hygiene

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

Provider Stated Appropriate Diapering

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

Met

Comment

Documentation discussed. No medication administered per provider's statement.

Licensure

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

Met

Comment

Application requirements reviewed

Safety and Discipline

290-2-3-.11 Animals

Met

Comment

No Animals Kept

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

Met

Comment

Pleasant Interactions Observed

290-2-3-.11 First Aid Kit

Met

Comment

Reminder-Replace/Add Item

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

Met

Comment

No Routine Transportation Provided

Staff Records

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

Met

Comment

Criminal Records Check complete for provider and helper.

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

Comment

Reminder-Training Expiration Dates in November 2017.

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

Comment

Staff qualifications/compliance with law

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

Comment

Health/Safety training on file for provider.

Staff:Child Ratios and Supervision

290-2-3-.07 Staff:Child Ratios(CR) **Not Met**

Finding

290-2-3-.07(15) requires the Home to ensure that an assistant, who must be at least sixteen (16) years of age, be present to assist with supervision whenever more than three (3) children under the age of twelve (12) months are present, more than six (6) children under the age of three (3) years are present or more than eight (8) children under the age of five (5) years are present. It was determined based on consultant's observation that there were nine (9) children under the age of five present with just the provider and no helper present. (three children under 12 months of age, three children under one and two years of age, and three children four and five years of age).

POI (Plan of Improvement)

The Home will ensure than an assistant is present to assist with supervision as required by the rules.

Correction Deadline: 10/31/2017

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

Comment

Observed-Adequate Supervision