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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@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.

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)

Rosanna Antwi, Program Official

Date

Morgan Stahl, 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: 10/5/2017 **VisitType:** Licensing Study **Arrival:** 12:00 PM **Departure:** 1:30 PM

FR-0500157

Antwi, Rosanna B

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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

Securing equipment discussed with Provider.

Correction Deadline: 10/5/2017

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

Met

Comment

Infant sleep safety requirements discussed.

Correction Deadline: 10/5/2017

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

Met

Comment

No Swimming Activities Provided

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 4

Child # 1

Not Met

"Missing/Incomplete Components"

Release Person Information - (.08)(10),Proof of No Liability Insurance Form

Child # 2

Not Met

"Missing/Incomplete Components"

Release Person Information - (.08)(10)

Child # 3 Met

Child # 4 Not Met

"Missing/Incomplete Components"

Mom Work # Missing -(08)(1),Release Person Information - (08)(10),Proof of No Liability Insurance Form

Child # 5 Not Met

"Missing/Incomplete Components"

Mom Work # Missing -(08)(1),Release Person Information - (08)(10),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 review of records that release person address was not documented for four of five children. Further, parent work information was not documented for two of five children. One child enrolled did not have an enrollment record on file.

POI (Plan of Improvement)

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

Correction Deadline: 10/5/2017

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 review of records that this acknowledgement was not on file for four of five children.

POI (Plan of Improvement)

The Home Provider will obtain and maintain documentation.

Correction Deadline: 10/5/2017

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)

Technical Assistance

Technical Assistance

290-2-3-.13(2)(b) - The swing set is not currently in use as it was installed earlier in the week and the provider is awaiting anchors to be installed and resilient surface to be put out.

Correction Deadline: 10/15/2017

Food Service

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

Technical Assistance

Technical Assistance

290-2-3-.10(6) - Infant feeding requirements discussed with Provider on this date.

Correction Deadline: 10/5/2017

Health and Hygiene

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

Met

Comment

Hygiene requirements discussed with Provider.

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

Met

Comment

Diapering requirements discussed.

Correction Deadline: 10/5/2017

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

Met

Comment

Discussed-Documentation/Procedures

Licensure

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

Met

Comment

Consultant observed five unrelated children for pay.

Correction Deadline: 10/5/2017

Policies and Procedures

290-2-3-.20 E-mail Contact Information

Met

Comment

Contact information current.

Correction Deadline: 10/5/2017

Safety and Discipline

290-2-3-.11 Animals

Met

Correction Deadline: 3/3/2017

Corrected on 10/5/2017

.11(1)(n) - No animals kept.

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

Met

Comment

Pleasant Interactions Observed

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

Comment

Observed Kit Complete

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

Comment

No Routine Transportation Provided

Staff Records

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

Correction Deadline: 3/3/2017

Corrected on 10/5/2017

.21(1)(e) - Satisfactory records check determination observed for all adults in the home.

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

Comment

Observed-Provider Certified First Aid & CPR

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

Comment

Staff observed in compliance with law.

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

Correction Deadline: 2/22/2016

Corrected on 10/5/2017

.07(4) - See deferred finding for .07(4).

Defer

290-2-3-.07(4)- Provider has until December 31, 2017 to complete annual training for 2017.

POI (Plan of Improvement)

The Family Day Care Home will ensure the Provider completes ten hours of annual training each year.

Correction Deadline: 4/7/2017

Comment

Consultant observed documentation of health and safety training.

Correction Deadline: 11/4/2017

Staff:Child Ratios and Supervision

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

Comment

Appropriate Ratios Observed

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

Comment

Observed-Adequate Supervision