



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: 10/16/2019 **VisitType:** Licensing Study

Arrival: 10:50 AM

Departure: 3:00 PM

FR-16343

Mitchell, Shannon S

2014 EAST DERENNE AVENUE Savannah, GA 31406 Chatham
 County
 (912) 712-8288 ssm31406@comcast.net

Mailing Address

2014 East Derenne Avenue
 Savannah, GA 31406

Regional Consultant

Stacey Foston

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Quality Rated:

Compliance Zone Designation		
10/16/2019	Licensing Study	Good Standing
05/16/2019	Monitoring Visit	Good Standing
12/03/2018	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 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)	3	2	0	1	0
1 & 2 Years	5	1	0	4	0
3 & 4 Years	3	3	0	0	0
School Age(5+) Years	0	0	0	2	0
Total Under 13 Years	11	6	0	7	0
Total Under 18 Years	11				

Children Present: 11	Total Children: 13
Caregivers/Helpers Present: 2	Total Caregivers/Helpers: 2

Comments

Plan of Improvement: Developed This Date 10/16/2019

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.

- 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

Shannon Mitchell, Program Official

Date

Stacey Foston, Consultant

Date



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Findings Report

Date: 10/16/2019 **VisitType:** Licensing Study

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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

Equipment and furniture observed to be properly secured, as applicable.

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

Met

Comment

Appropriate number of sleeping equipment observed on this date. Sleeping equipment stored as required.

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

N/A

Comment

Home does not provide swimming activities.

Children's Records

Records Reviewed: 11

Records with Missing/Incomplete Components: 7

Child # 1 Not Met

"Missing/Incomplete Components"

Physician & Emergency Contact Information - (.08)(1)

Child # 2 Met

Child # 3 Met

Child # 4 Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2),Physician & Emergency Contact Information - (.08)(1),Release Person Information - (.08)(10)

Child # 5 Not Met

"Missing/Incomplete Components"

Physician & Emergency Contact Information - (.08)(1),Immunization Form - (.08)(2),Emergency Medical Authorization - (.08)(3)

Child # 6 Met

Child # 7 Not Met

"Missing/Incomplete Components"

Infant Feeding Plan - (.10)(4),Immunization Form - (.08)(2),Allergy/Medical Information - (.08)(4)

Child # 8 Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2),Release Person Information - (.08)(10)

Child # 9 Not Met

"Missing/Incomplete Components"

Infant Feeding Plan - (.10)(4),Allergy/Medical Information - (.08)(4),Immunization Form - (.08)(2)

Child # 10 Not Met

"Missing/Incomplete Components"

Emergency Medical Authorization - (.08)(3),Immunization Form - (.08)(2),Physician & Emergency Contact Information - (.08)(1)

Child # 11 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 a review of records that three children's physician information was incomplete and one child's authorized pick person information was not complete.

POI (Plan of Improvement)

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

Correction Deadline: 10/18/2019

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 six out 11 files did not have current immunizations records.

POI (Plan of Improvement)

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

Correction Deadline: 10/23/2019

Finding

290-2-3-.08(4) requires the Home to maintain a file for each Child that includes known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which would limit the Child's participation in the program. It was determined based on a review of records that two children's known allergies was not on file.

POI (Plan of Improvement)

The Home Provider will secure and maintain the missing Child's health information.

Correction Deadline: 10/17/2019

290-2-3-.08 Parental Authorization(CR)

Not Met

Finding

290-2-3-.08(3) requires the Home to obtain Parental authorization at the time of a Child's enrollment for emergency medical care when the Parent is not available. It was determined based on a review of records that two children did not have parental authorization for emergency medical care on file.

POI (Plan of Improvement)

The Home Provider will have authorization for emergency medical care completed by the Parent for Children enrolled.

Correction Deadline: 10/17/2019

Facility

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

Technical Assistance

Correction Deadline: 5/26/2019

Corrected on 10/16/2019

.11(2)(a) - The previous citation has been corrected. The Home has updated emergency preparedness plans.

Technical Assistance

290-2-3-.11(2)(c) - Please ensure the current emergency drill form is used for documentation of drills. The consultant left a copy of the form with the provider.

Comment

An operable and appropriately sized fire extinguisher and smoke detector was observed 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

The outside area appears clean and and no hazards were observed on this date.

Food Service

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

Not Met

Finding

290-2-3-.10(4) requires that for the feeding of children under one year old the Home Provider must secure from Parents infant formula and a feeding plan. It was determined based on a review of records that the provider did not have feeding plans on file for two enrolled infants.

POI (Plan of Improvement)

The consultant left a copy of the form with the provider. The Home Provider will ensure that infant formula and a feeding plan is secured for children under one year old.

Correction Deadline: 10/17/2019

Health and Hygiene

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

Comment

Proper hand washing observed throughout the Home.

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

Comment

Proper diapering procedures observed.

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

Comment

Per the provider no medication is currently dispensed

Licensure

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

Correction Deadline: 10/17/2019

Corrected on 10/16/2019

.04(1)(d) - The previous citation has been corrected. There were six children for pay present.

Safety and Discipline

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

Comment

The Family Child Care Learning Home does not keep animals on premises.

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

Comment

Age-appropriate discussion and/or redirection observed.

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

Comment

Please replace face mask.

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

Comment

The provider does not provide routine transportation.

Staff Records

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

Comment

Criminal records checks were observed to be complete.

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

Comment

Evidence observed that the provider and helpers are certified in First Aid and CPR.

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 **Not Met**

Finding

290-2-3-.07(9) requires that every calendar year, after the first year of employment the Provider, and any Provisional Employees or and Employees, shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department- approved source. 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 shall be maintained in the Home by the Provider, as required by these rules. It was determined based on a review of records that provider and one employee did not have documentation of 10 hours of annual training for the year 2018.

POI (Plan of Improvement)

The staff will complete ten hours of training by December 31, 2019. The Home will obtain the required annual training for Staff 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: 12/31/2019

Staff:Child Ratios and Supervision

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

Correction Deadline: 5/17/2019

Corrected on 10/16/2019

.07(12) - The previous citation has been corrected. Ratio requirements were met on this date.

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

Comment

Adequate supervision observed on this date.