



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: 3/14/2018 **VisitType:** Licensing Study

Arrival: 9:30 AM

Departure: 11:10 AM

FR-21691

Wood, Linda K

4450 FAIRFAX DRIVE Cumming, GA 30040 Forsyth County
(678) 513-9988 LINDYW9920@MSN.COM

Mailing Address

4450 FAIRFAX DRIVE
CUMMING, GA 30040

Regional Consultant

LaQuita Clark

Phone: (706) 497-1536

Fax: (706) 688-0418

jennifer.taylor@dec.al.ga.gov

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.
03/14/2018	Licensing Study	Good Standing	
09/27/2017	Monitoring Visit	Good Standing	
04/06/2017	Licensing Study	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	2	2	0	0	0
3 & 4 Years	4	4	0	0	0
School Age(5+) Years	1	1	0	0	0
Total Under 13 Years	7	7	0	0	0
Total Under 18 Years	7				
Children Present: 7 Total Children: 7 Caregivers/Helpers Present: 5 Total Caregivers/Helpers: 2					
More than 6 for pay 6 for pay present & no-pay present does not have a notarized no-pay statement					

Comments

The purpose of this visit was to conduct a licensing study.

Plan of Improvement: Developed This Date 03/14/2018

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).



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.

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.al.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://dec.al.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)



Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.ga.gov/>
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.al.ga.gov

Linda Wood, Program Official

Date

LaQuita Clark, 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-.09 Activities

Met

Comment

The staff member was observed to provide a wide variety of developmentally appropriate activities.

Correction Deadline: 3/14/2018

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

Home does not provide swimming activities.

Children's Records

Records Reviewed: 7

Records with Missing/Incomplete Components: 3

Child # 1

Met

Child # 2

Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2)

Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
Immunization Form - (.08)(2)	
Child # 4	Met
Child # 5	Not Met
<u>"Missing/Incomplete Components"</u>	
Immunization Form - (.08)(2)	
Child # 6	Met
Child # 7	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 children's files, that four of seven children did not have current evidence of immunizations.

POI (Plan of Improvement)

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

Correction Deadline: 3/14/2018

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

No hazards observed accessible to children on this date. An operable smoke detector and fire extinguisher were observed. Complete documentation of emergency drills were on file.

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)**Technical Assistance****Comment**

The outside area appears clean and well maintained.

Technical Assistance

290-2-3-.13(2)(d) - Please ensure that outdoor equipment is kept inaccessible to children in care.

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

The provider was observed to remind children to wash their hands.

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

Staff state proper knowledge of diapering procedures.

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

The provider stated that medication is not administered at this time.

Licensure

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

Appropriate number of children observed in Family Child Care Learning Home this date. The provider was observed to have a current license on file.

Safety and Discipline

290-2-3-.11 Animals	Met
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Comment

Appropriate vaccination records were available on this date.

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

Age-appropriate discussion and/or redirection observed.

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

Complete kit observed in the Family Child Care Learning Home

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

The provider does not provide routine transportation.

Staff Records

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

Criminal records checks were observed to be complete for provider and all residing in the home.

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 review of staff files, that the provider did not have current evidence of first aid and CPR on file.

POI (Plan of Improvement)

The Home will obtain the required CPR and first aid training 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: 4/13/2018

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

The provider was observed to comply with regulations.

290-2-3-.07 Staff Training**Not Met****Finding**

290-2-3-.07(6) requires the Home to maintain for the Provider and any Provisional Employee or Employee, current evidence of successful completion of ten (10) clock hours of diverse training which is related to the care of children and which is offered by an accredited college, university or vocational program or other Department approved source annually. 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, record keeping, 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 programs shall be maintained in the Home by the Provider, as required by these rules. It was determined, based on review of staff files, that the provider did not have evidence of completed training for annual year 2017.

POI (Plan of Improvement)

The Home will obtain the required annual training 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: 12/31/2018

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.