





**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](http://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](mailto: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)

\_\_\_\_\_  
Sharon Jefferson, Program Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Alva Huff, 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:** 10/11/2017 **VisitType:** Monitoring Visit

**Arrival:** 8:45 AM

**Departure:** 10:00 AM

**FR-24960**

**Jefferson, Sharon D**

140 FAIRWAY CIRCLE Athens, GA 30607 Clarke County  
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**Regional Consultant**

Alva Huff

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Fax: (770) 357-3404  
jennifer.taylor@dec.al.gov

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**

Not caring for infants

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

**N/A**

**Comment**

No Swimming Activities Provided

### Facility

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

**Met**

**Comment**

Observation Hazards Accessible. Consultant observed an operable fire extinguisher and smoke detector within the home on this date.

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

**Met**

**Comment**

Home Clean, Free of Hazards

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

**Technical Assistance**

**Comment**

Discussed - tree inspection and evaluation.

**Technical Assistance**

290-2-3-.13(2)(d) - Consultant discussed with provider to re-fluff and redistribute mulch located on the children's outside play area.

## Health and Hygiene

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

Met

**Comment**

Observed-Proper Diapering

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

Met

**Comment**

Staff Stated Proper Knowledge

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

Met

**Comment**

Provider stated no medication is being dispensed to children at this time.

## Licensure

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

Met

**Comment**

Appropriate number of children. Consultant observed current 2017 license posted on this date.

## Safety and Discipline

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

Met

**Comment**

Observed-Discussion/Redirection

**Comment**

Pleasant Interactions Observed

**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

**Comment**

No new hires

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

Met

**Comment**

Staff qualifications/compliance with law

**Finding**

290-2-3-.07(4) requires the Provider, Employees and Provisional Employees with direct care responsibilities to complete health and safety training at the time of employment. Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the training within the first 90 days of employment. The training must address the following health and safety topics: prevention and control of infectious diseases; prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome and abusive head trauma; emergency preparedness and response planning for emergencies resulting from a natural disaster, or threatening event such as violence at the facility; handling and storage of hazardous materials and the appropriate disposal of bio contaminants; and precautions in transporting children (if applicable). It was determined, based on a review of records that the provider did not have documentation of the required health and safety orientation training on file on this date.

**POI (Plan of Improvement)**

The Provider will complete the required training and will ensure any Employees complete the training. The Provider will develop a plan to ensure that any new Employees complete the training as required.

**Correction Deadline: 11/10/2017**

**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-Direct Supervision/Attention To Needs