





**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)

\_\_\_\_\_  
Tiffany Givens, 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:** 9/25/2017    **VisitType:** Licensing Study    **Arrival:** 11:00 AM    **Departure:** 1:00 PM

**FR-26203**

**Givens, Tiffany L**

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**Regional Consultant**

Neli Todorova

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neli.todorova@decal.ga.gov

The following information is associated with a Licensing Study:

### 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**

Consultant discussed SIDS/Safe Sleep requirements with the provider on this date.

**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: 0**

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

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**290-2-3-.08 Children's Records****Met****Comment**

Consultant observed five children present and six enrolled on this date. All records were up to date and well maintained.

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**Facility**

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

Consultant observed complete Emergency Preparedness plan on this date.

**Correction Deadline: 10/5/2017****Comment**

290-2-3-.11(2)(c) - Consultant observed working smoke detector and fire extinguisher on this date. Consultant observed complete fire and tornado drill documentation on this date.

**Correction Deadline: 10/25/2017****Technical Assistance**

290-2-3-.11(2)(f) - Consultant discussed with provider to keep cleaning supplies inaccessible to children in the diapering area.

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

Home Clean, Free of Hazards

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

290-2-3-.13(2)(d) - Consultant discussed with the provider to monitor and repair as needed the wire mesh around the A/C unit.

**Correction Deadline: 9/25/2017****Comment**

No Pool on Property

**Comment**

No Swimming Activities Provided

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**Health and Hygiene**

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

Staff Stated Proper Knowledge

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

Provider Stated Appropriate Diapering

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

The provider reported that no medication is administered. No emergency medication reported.

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**Licensure**

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

**Comment**

Appropriate number of children

**Safety and Discipline**

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**290-2-3-.11 Animals** **N/A**

**Comment**

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**

Provider reported that no transportation is provided.

**Staff Records**

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

**Comment**

Criminal Records Check complete and on file for provider, spouse and daughter.

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

**Comment**

Observed-Provider Certified First Aid & CPR

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

**Comment**

Consultant observed staff comply with applicable laws and regulations.

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

**Comment**

Consultant observed that provider has completed Health and Safety training.

**Correction Deadline: 10/25/2017**

**Comment**

Observed-Documentation of Annual Training for 2016.

**Staff:Child Ratios and Supervision**

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

**Comment**

Appropriate Ratios Observed

**Comment**

Observed-Direct Supervision/Attention To Needs