

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

Aysha Khan, Program Official

Date

Margarita Collier, 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: 3/15/2018 **VisitType:** Monitoring Visit **Arrival:** 9:50 AM **Departure:** 12:20 PM

FR-39011

Khan, Aysha

944 Herndon Street Atlanta, GA 30318 Fulton County
(678) 637-5620 aysha.khandavis@yahoo.com

Mailing Address
Same

Regional Consultant

Margarita Collier

Phone: (770) 342-7934
Fax: (678) 891-5989
margarita.collier@decals.ga.gov

The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Consultant observed the crib and the playpen to be clean and in good repair 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 | Met |
| Child # 3 | Not Met |
| <u>"Missing/Incomplete Components"</u> | |
| Immunization Form - (.08)(2) | |
| Child # 4 | Not Met |
| <u>"Missing/Incomplete Components"</u> | |
| Release Person Information - (.08)(10) | |

Child # 5 Not Met
"Missing/Incomplete Components"
Immunization Form - (.08)(2)

Child # 6 Met

Child # 7 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 consultant's review of children's records the provider did not have a file for three of seven children present on this date. It was further determined based on consultant's review of children's files one of seven children's files did not have documentation of the physician's name and contact information and one of seven children's files did not have documentation of the parent's work address. One of seven children's files did not have documentation of the release to persons.

POI (Plan of Improvement)

The Home Provider will obtain the missing information and maintain the Children's records as required. Per provider, the parent will be returning the enrollment paperwork on Tuesday, September 26, 2017.

Correction Deadline: 3/15/2018

Recited on 3/15/2018

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 consultant's review of children's five of seven children's files did not have evidence of a current immunization certificate on file.

POI (Plan of Improvement)

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

Correction Deadline: 3/15/2018

Facility

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

Not Met

Comment

No hazards observed accessible to children on this date.

Finding

290-2-3-.11(2)(h) requires at least one UL Approved smoke detector to be on each floor of the Home and such detectors to be maintained in working order. At least one 2-A:10-B:C fire extinguisher shall be kept in the child care area to be located no more than thirty feet from the kitchen. The extinguisher shall be maintained in working order and shall be inaccessible to the children. It was determined based on consultant's observation the fire extinguisher was inoperable on this date. Consultant observed the fire extinguisher to state "Empty."

POI (Plan of Improvement)

The home provider will ensure that a working smoke detector is on each floor and a working fire extinguisher is available in the child care area as required, and is maintained inaccessible to children.

Correction Deadline: 3/25/2018

Comment

Consultant observed the provider to have a working smoke detector on this date.

Correction Deadline: 3/25/2018

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)

Not Met

Technical Assistance

Trees located on the site or that encroach onto the site from adjacent properties may have structural issues that present an elevated level of risk. Consider having these trees inspected by a certified arborist to determine their structural integrity and associated levels of risk.

Finding

290-2-3-.13(2)(a) requires that outdoor play areas be kept clean and free of hazards such as exposed sharp corners of concrete or equipment, rust and splinters on equipment, broken glass, open drainage ditches, holes and stagnant water. It was determined based on consultant's observation of the playground area tall grass and vines were observed growing on the front right side and the middle right side of the playground area. It was further determined based on consultant's observation of the playground area a protruding nail was observed on the back left side of the playground fence creating a potential entrapment hazard.

POI (Plan of Improvement)

The Home will repair any and all identified outdoor hazards and will monitor playground daily or more often as needed to ensure that the Home's outdoor play area is kept clean and free of hazards.

Correction Deadline: 3/25/2018

Comment

There is no pool on the property

Food Service

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

Technical Assistance

Technical Assistance

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018:

- Three Components for breakfast: grains, vegetables, fruits or both, and milk
- Five Components for lunch - grains, meat/meat alternates, fruits, vegetable, and milk or grains, meat/meat alternates, two different types of vegetables, and milk
- Two of five components for snack

Consultant provided the director with an updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers on this date. The crediting handbook for the CACFP can be located on DECAL and USDA's website: DECAL - <http://decal.ga.gov/CACFP/Handbook.aspx> and USDA - <http://www.fns.usda.gov/cacfp/cacfp/handbooks>

Health and Hygiene

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

Met

Comment

Consultant observed proper handwashing on this date.

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

Consultant discussed diapering procedures with the provider on this date.

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

Provider does not administer any medications at this time.

Licensure

290-2-3-.04 Application Requirements(CR)**Not Met****Finding**

290-2-3-.04(1)(d) requires a person that provides care for more than six children for pay, related or unrelated, as defined in the rules, to make application to the Department for a license to operate as a Child Care Learning Center. It was determined based on consultant's observation the provider cared for more than six unrelated children for pay on this date.

POI (Plan of Improvement)

The Family Child Care Learning Home caring for more than six children shall reduce the number of children in care to six. The Family Child Care Learning Home will submit an application for a Child Care Learning Center and receive a license to operate from the Department before caring for more than six children, related or unrelated, for pay.

Correction Deadline: 3/15/2018

Safety and Discipline

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

Pleasant interactions observed between the provider and children in care.

Comment

Age-appropriate discussion and/or redirection observed.

Comment

The provider and/or the home's employee were observed to maintain a positive learning environment on this date.

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

The provider does not provide routine transportation.

Staff Records

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

Consultant reviewed two staff files on this date. Consultant observed two of two staff members to have evidence of a satisfactory determination letter on file on this date.

Comment

The provider provided one file for a helper hired since the previous visit was conducted on September 26, 2017. Consultant observed one of one newly hired helper to have evidence of a satisfactory determination letter on file on this date.

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

Consultant observed all staff members to comply with all laws and regulations on this date.

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

290-2-3-.07(14) requires that each adult responsible for the supervision of the children, if not the Provider, shall receive orientation regarding these rules; the Provider's policies regarding discipline, injuries and illnesses, and release of Children; the Provider's written plan for handling emergencies; and appropriate information about any Child's specific health needs. It was determined based on consultant's observation one of two staff members did not have evidence of orientation on file.

POI (Plan of Improvement)

The Home will ensure that each adult responsible for the supervision of the children, shall receive orientation regarding these rules, the Provider's required policies, plans for handling emergencies and appropriate information about any Child's specific health needs.

Correction Deadline: 4/14/2018**Technical Assistance**

Please ensure all newly hired staff members complete the following training:

- Health and safety orientation training within the first 90-days of their date of hire.
- First aid and CPR training within the first 90-days of their date of hire.
- At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children.

Please ensure all staff members that provide direct care to children (supervisory staff, teachers, and substitute teachers) complete the required 10 hours of annual training for the year 2018.

| |
|---|
| Staff:Child Ratios and Supervision |
|---|

290-2-3-.07 Staff:Child Ratios(CR)**Not Met****Finding**

290-2-3-.07(15) requires the Home to ensure that an assistant, who must be at least sixteen (16) years of age, be present to assist with supervision whenever more than three (3) children under the age of twelve (12) months are present, more than six (6) children under the age of three (3) years are present or more than eight (8) children under the age of five (5) years are present. It was determined based on consultant's observation a ratio of 1:6 children under the age of three years was observed when a ratio of 2:6 was required on this date. Consultant observed the provider to care for one four-year-old child in the main level of the home and a helper to care for six children ranging in ages one to three-year-old in the basement level of the home. The basement contains a separate entrance from the main level of the home.

POI (Plan of Improvement)

The Home will ensure than an assistant is present to assist with supervision as required by the rules.

Correction Deadline: 3/15/2018**Technical Assistance**

Consultant discussed appropriate staff:child ratios with the provider on this date.

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

Adequate supervision observed on this date.