

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@decal.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://decal.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.decal.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@decal.ga.gov

Vahista Lavant, Program Official

Date

Stacey Foston, Consultant

Date

"Missing/Incomplete Components"

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

Child # 5

Not Met

"Missing/Incomplete Components"

Release Person Information - (.08)(10),Dad Home # Missing -(.08)(1)

Child # 6

Not Met

"Missing/Incomplete Components"

Dad Home # Missing -(.08)(1),Release Person Information - (.08)(10)

Child # 7

Not Met

"Missing/Incomplete Components"

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

290-2-3-.08 Children's Records

Not Met

Finding

Previously Cited: 290-2-3-.08(1)(b) requires the Home to maintain the name, address and telephone number of persons, including the Child's physician, to contact in emergencies in each Child's record. It was determined based on review of records that the home did not physician information for two of seven children.

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 the physician information was missing for three children, authorized pick up person information was missing for two children. Also the parent number was missing on two children records and the emergency contact person name was missing on one record.

POI (Plan of Improvement)

The Home will review records and determine if all required information is completed; will obtain any missing information; and will have a plan to maintain complete records/forms for each Child as they enroll or as changes occur.

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

Correction Deadline: 1/11/2018

Recited on 1/10/2018

Finding

290-2-3-.08(11) requires that if the Home is not covered by liability insurance sufficient to protect its clients, the Home must notify the Parent of each Child under the care of the program in writing. Each Parent must acknowledge receipt of such notice, and a copy of the acknowledgement shall be kept in the Child's file. It was determined based on a review of records that one child did not have a signed no liability acknowledgement form on file.

POI (Plan of Improvement)

The Home Provider will obtain and maintain documentation.

Correction Deadline: 1/11/2018

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 a review of records that one child did not have the correct immunization form 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: 1/15/2018

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

Technical Assistance

Correction Deadline: 1/10/2018

Corrected on 1/10/2018

.08(3) - The previous citation has been corrected. Emergency medical authorization was complete for all children.

Technical Assistance

290-2-3-.08(3) - Please have parents write the providers name on emergency medical authorization forms instead of the day care name,

Correction Deadline: 1/10/2018

Facility

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

Technical Assistance

Technical Assistance

290-2-3-.11(2)(a) - Reviewed the providers emergency preparedness plans. The consultant left a checklist and explained where to find resources on the Bright from the start website.

Correction Deadline: 1/20/2018

Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

Correction Deadline: 9/22/2017

Corrected on 1/10/2018

.11(2)(h) - The previous citation has been corrected. The fire extinguisher was operable on 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)

Technical Assistance

Comment

The outside area appears clean and well maintained.

Technical Assistance

Discussed with the provider about monitoring and cleaning rust on metal tricycles.

Food Service

290-2-3-.10 Food Service & Nutrition**Met****Comment**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk
5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk
2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

Health and Hygiene

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

Proper hand washing observed.

290-2-3-.11 Diapering Areas & Practices(CR)**Not Met****Finding**

290-2-3-.11(1)(f) requires diapers to be changed in the Child's own crib or on a non porous surface which is cleaned with a disinfectant and dried with a single use disposable towel after each diaper change. It was determined based on observations that the diapering pad was torn and and was no longer nonporous.

POI (Plan of Improvement)

The provider will purchase a new diapering pad or cover current one with a smooth, non porous material.

Correction Deadline: 1/10/2018

Recited on 1/10/2018

Comment

Proper diapering procedures observed.

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

The provider states that she has not dispensed any medication since the last visit. Discussed proper medication documentation and procedures.

Licensure

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

Appropriate number of children observed in Family Child Care Learning Home this date. There were six children for pay and one child for no pay present.

Safety and Discipline

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

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**

Correction Deadline: 9/27/2017

**Corrected on 1/10/2018
.11(1)(e) - Kit complete.**

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

Comment

The provider does not provide routine transportation.

Staff Records

290-2-3-.21 Criminal Records Check(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 was certified in First Aid and CPR.

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

Comment

Discussed staff qualifications and compliance with applicable laws and 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, 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 programs shall be maintained in the Home by the Provider, as required by these rules. It was determined based on a review of records and discussion with the provider that annual training for the year 2017 was not completed.

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.

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.