



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

Tammy Ritchie, Program Official

Date

Kesha McNeal, 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: 1/31/2018 **VisitType:** Monitoring Visit **Arrival:** 10:55 AM **Departure:** 12:40 PM

FR-46789

Ritchie, Tammy O

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(912) 682-8786 ritchie.tammy2013@gmail.com

Mailing Address
Same

Regional Consultant

Kesha McNeal

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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

Pleasant naptime environment observed.

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

Comment

Home does not provide swimming activities.

Facility

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

Comment

No hazards observed accessible to children 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) **Met**

Comment

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.

Comment

There is no pool on the property

Health and Hygiene

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

Met

Comment

Staff state proper knowledge of diapering procedures.

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

Met

Comment

The provider stated appropriate diapering procedures.

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

Met

Comment

Discussed proper medication documentation and procedures. The provider stated that no medication is being dispensed.

Licensure

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

Met

Comment

Application requirements reviewed with the Provider on this date.

Comment

Appropriate number of children observed in Family Child Care Learning Home this date.

Safety and Discipline

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

Met

Comment

Pleasant interactions observed between the provider and children in care.

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 requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

Comment

Criminal records checks were observed to be complete.

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

Discussed staff qualifications and compliance with applicable laws and regulations.

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 the consultant's observation that the provider had more than eight (8) children under the age of five (5) years are present.

POI (Plan of Improvement)

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

Correction Deadline: 1/31/2018

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

Adequate supervision observed on this date.