





Please refer to the website, <http://www.dec.state.ga.us/CCS/RulesAndRegulations.aspx>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

You have received permission to operate and the form received with this report is intended to serve as a temporary license which is **valid for thirty(30) days**. Your actual license/ will be emailed to you upon receipt of the licensing fee. You may pay the licensing fee either online at <http://www.dec.state.ga.us/> or by certified check or money order mailed to: Bright from the Start, 2 Martin Luther King Jr. Drive SE, Suite 670 East Tower, Atlanta, GA 30334

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.

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#### 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.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 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.state.ga.us/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.

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**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).

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>  
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.state.ga.us](mailto:qualityrated@dec.state.ga.us)

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Paula Jones, Program Official

Date

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Jessica Bailey, 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:** 7/16/2019 **VisitType:** Initial Licensing Study **Arrival:** 12:00 PM **Departure:** 1:45 PM

**FR-51501**

**Jones, Paula M**

4450 Flippen Trail Peachtree Corners, GA 30092 Gwinnett County  
(678) 438-4567 mcenroejo@gmail.com

**Mailing Address**  
Same

**Regional Consultant**

Jessica Bailey

Phone: (678) 891-4934  
Fax: (770) 357-3233  
jessica.bailey@decal.ga.gov

The following information is associated with a Initial Licensing Study:

### Activities and Equipment

**290-2-3-.12 Equipment and Supplies(CR) Met**

**Comment**

Equipment and furniture observed to be properly secured, as applicable. Equipment was observed to be free of hazards.

**290-2-3-.19 Infant-Sleeping Safety Requirements(CR) Met**

**Comment**

Currently there are no children enrolled in the program. Consultant observed a pack-n-play and correct number of mats.

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

**Comment**

Home does not provide swimming activities.

### Children's Records

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

**Comment**

No children were enrolled on this date. Consultant observed a complete sample child enrollment packet.

### Facility

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

**Comment**

No hazards observed accessible to children on this date.

**Comment**

The provider stated that there were no firearms located in the home.

**Correction Deadline: 7/16/2019**

**Comment**

An operable and appropriately sized fire extinguisher was observed in the home this date.

**Comment**

Operable smoke detector(s) were observed as required in the home this date.

**Comment**

Flammable liquids were not observed to be stored in the home.

**Correction Deadline: 7/16/2019**

**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**

The outside area appears clean and well maintained.

**Health and Hygiene**

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

**Met**

**Comment**

There were no children enrolled on this date. Proper hand washing of children and staff was discussed with the provider on this date.

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

**Met**

**Comment**

No children enrolled on this date. Staff state proper knowledge of diapering procedures. Diapering area was observed to be safe and non-porous.

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

**Met**

**Comment**

Discussed proper medication documentation and procedures. Consultant observed sample medication forms and medication binder on this date.

**Licensure**

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

**Met**

**Comment**

Application requirements reviewed with the Provider on this date.

**Safety and Discipline**

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

**Met**

**Comment**

Currently there are no children enrolled in the program. The provider stated that redirection would be used for discipline as needed.

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

The provider does not provide routine transportation. If provider decides to provide transportation she will notify the regional consultant as well as complete the mandatory two (2) hour transportation training.

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<b>Staff Records</b>
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**290-2-3-.21 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal records checks were observed to be complete. Consultant observed a satisfactory comprehensive criminal record check determination for the provider and one resident over the age of 17 on this date.

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

Staff observed to be compliant with applicable laws and regulations.

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<b>Staff:Child Ratios and Supervision</b>
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**290-2-3-.07 Staff:Child Ratios(CR)****Met****Comment**

Currently there are no children enrolled in the program. Consultant discussed proper ratios with provider. Provider will be caring for two additional children over the age of three (3) between the hours of 4:00 PM and 6:00 PM.

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

Currently there are no children enrolled in the program. Consultant discussed supervision with provider.