





**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)

\_\_\_\_\_  
Donna Jones, 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:** 9/20/2017    **VisitType:** Licensing Study    **Arrival:** 11:45 AM    **Departure:** 1:35 PM

**FR-9900106486**

**Jones, Donna S**

2141 TROPICANA DRIVE Suwanee, GA 30024 Gwinnett County  
(404) 263-4302 hansard39@att.net

**Mailing Address**

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SUWANEE, GA 30024

**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 and Safe Sleep requirements.

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

**Comment**

No Swimming Activities Provided

### Facility

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

**Technical Assistance**

290-2-3-.11(2)(a) - Consultant discussed with provider updating her existing emergency preparedness plan to include all required components. Consultant emailed template and new drills form to provider on this date.

**Correction Deadline: 9/30/2017**

**Comment**

Observation-No Hazards Accessible

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

**Comment**

Home Clean, Free of Hazards

**290-2-3-.13 Playgrounds(CR)** **Met**

**Comment**

Outside Area Clean, Well Maintained

**Comment**

No Pool on Property

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

Staff Stated Proper Knowledge

**290-2-3-.11 Diapering Areas & Practices(CR)****Met****Correction Deadline: 3/16/2017****Corrected on 9/20/2017****.11(1)(i) - Previous citation corrected today as consultant observed the potty chairs and the bathroom to be clean.****290-2-3-.11 Medications(CR)****N/A****Comment**

Provider reported that no medication is administered.

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

Consultant observed five children for pay and one related not for pay on this date. The provider stated that she makes sure to never go over her licensed capacity.

**Safety and Discipline****290-2-3-.11 Animals****Met****Comment**

Appropriate Vaccination Records for the cat observed.

**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)****N/A****Comment**

No Routine Transportation Provided

**Staff Records****290-2-3-.21 Criminal Records Check(CR)****Met****Correction Deadline: 3/16/2017**

Corrected on 9/20/2017

.21(1)(e) - Previous citation corrected on this date as consultant observed complete background checks for provider and spouse. No one else resides in the home per provider's statement.

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

**Comment**

Observed-Provider Certified First Aid & CPR

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

**Comment**

Consultant observed compliance with applicable laws and regulations.

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

**Comment**

Health/Safety training certificate observed on file.

**Comment**

Observed-Documentation of Annual Training for 2016.

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

**Comment**

Appropriate Ratios Observed

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

**Comment**

Observed-Direct Supervision/Attention To Needs