





**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)

\_\_\_\_\_  
Robin Marzet, Program Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kenyatta Wade, 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:** 10/11/2017 **VisitType:** Monitoring Visit

**Arrival:** 8:15 AM

**Departure:** 11:00 AM

**FR-9900108782**

**Marzet, Robin K**

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(678) 682-3361 chippydo@yahoo.com

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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**

Observed-Variety Of Equipment

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

**Met**

**Correction Deadline: 5/16/2017**

**Corrected on 10/11/2017**

**Consultant discussed safe sleeping requirements.**

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

**Met**

**Comment**

No Swimming Activities Provided

### Children's Records

**Records Reviewed: 2**

**Records with Missing/Incomplete Components: 0**

Child # 1

Met

Child # 2

Met

**Finding**

Previously Cited: 290-2-3-.08(2)(c )18 requires notification of the absence of a liability insurance policy sufficient to protect its clients. 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 Children's records, that the provider did not have evidence of signed No Liability Signature Forms.

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 Children's records, that the provider did not have evidence of signed No Liability Signature Forms.

**POI (Plan of Improvement)**

Previously Cited: The Home Provider will obtain and maintain documentation.

The Home Provider will obtain and maintain documentation.

**Correction Deadline: 10/18/2017**

**Recited on 10/11/2017**

**Finding**

Previously Cited: 290-2-3-.11(1)(b) 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 day without such evidence. The Home did not have such evidence for two of five enrolled Children.

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 three of five children enrolled did not have evidence of immunizations on file.

**POI (Plan of Improvement)**

Previously Cited: The Home Provider will ensure that an immunization record/signed affidavit is on file for each enrolled child.

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

**Correction Deadline: 10/25/2017**

**Recited on 10/11/2017**

	<b>Facility</b>
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**290-2-3-.11 Physical Plant - Safe Environment(CR)**

**Met**

**Comment**

Reminder-Keep Hazards Inaccessible

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

**Met**

**Comment**

Home Clean, Free of Hazards

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

**Comment**

Outside Area Clean, Well Maintained

**Health and Hygiene**

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

**Comment**

Staff Stated Proper Knowledge

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

**Comment**

Staff Stated Proper Knowledge

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

**Comment**

Discussed-Documentation/Procedures

**Licensure**

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

**Comment**

Appropriate number of children

**Safety and Discipline**

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

**Comment**

Observed-Discussion/Redirection

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

**Comment**

Observed-Complete Documentation

**Staff Records**

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

**Correction Deadline: 5/16/2017**

**Corrected on 10/11/2017**

**Previous citation corrected. Providers son lives out of the country.**

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

**Comment**

Staff qualifications/compliance with law

**Staff:Child Ratios and Supervision**

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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-Adequate Supervision