



Please refer to the website, <http://www.dec.state.ga.us/CCS/Regulations.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



Important Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

Contact the Quality Rated help desk at 855-800-7747 or qualityrated@dec.state.ga.us for more information. Free technical assistance is available!

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), do the following:

- 1) Log into DECAL KOALA www.decalkoala.com with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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)

Franca Zarrelli, Program Official

Date

Margarita Collier, 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: 7/28/2022 **VisitType:** Licensing Study

Arrival: 10:45 AM

Departure: 11:30 PM

FR-25382

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Met

Comment

Toys and equipment observed to be clean and safe from hazardous conditions.

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

Met

Comment

Currently the provider is not caring for infants. (This rule was not evaluated on this date)

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

Met

Comment

Swimming activities provided off site.

Comment

There is no pool on the property

Children's Records

Records Reviewed: 7

Records with Missing/Incomplete Components: 5

Child # 1

Not Met

"Missing/Incomplete Components"

Release Person Information - (.08)(10)

Child # 2

Not Met

"Missing/Incomplete Components"

Physician & Emergency Contact Information - (.08)(1),Release Person Information - (.08)(10),Allergy/Medical Information - (.08)(4)

Child # 3

Met

Child # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
Release Person Information - (.08)(10)	
Child # 5	Not Met
<u>"Missing/Incomplete Components"</u>	
Release Person Information - (.08)(10), Immunization Form - (.08)(2)	
Child # 6	Met
Child # 7	Not Met
<u>"Missing/Incomplete Components"</u>	
Release Person Information - (.08)(10)	

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

Not Met

Finding

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 review of records that the provider did not have an enrollment file for two of seven enrolled children. Further review of records revealed that four of seven enrolled children did not have documentation of the release to persons' name and address and one of seven enrolled children did not have documentation of the doctor's name and contact information.

POI (Plan of Improvement)

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

Correction Deadline: 7/28/2022

Finding

290-2-3-.08(4) requires the Home to maintain a file for each Child that includes known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which would limit the Child's participation in the program. It was determined based on review of records that one of seven enrolled children did not have documentation of any known allergies, physical problems, mental health disorders or developmental disabilities.

POI (Plan of Improvement)

The Home Provider will secure and maintain the missing Child's health information.

Correction Deadline: 7/28/2022

Facility

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

Not Met

Finding

290-2-3-.11(2)(a) requires the Home to have a written plan for handling emergencies, including but not limited to fire, severe weather, loss of electrical power or water, and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the Home. The Home will have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, continuity of operations, accommodation of infants and toddlers, children with disabilities, and children with chronic medical conditions. No Home personnel shall impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals. It was determined based on review of records that the home's emergency preparedness plan did not include the following: procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, continuity of operations, accommodations of infants, toddlers, children with disabilities, and children with chronic medical conditions.

POI (Plan of Improvement)

The Home Provider will complete a written plan for emergencies. The consultant will also email the provider a sample emergency preparedness plan to serve as a guide on what to include in the program's plan.

Correction Deadline: 8/7/2022

Technical Assistance

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

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.

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)

Not Met

Finding

290-2-3-.13(2)(a) requires that outdoor play areas be kept clean and free of hazards such as exposed sharp corners of concrete or equipment, rust and splinters on equipment, broken glass, open drainage ditches, holes and stagnant water. It was determined based on observation that the following hazardous items were observed on the playground area:

- Dog feces throughout the grounds of the playground.
- Dead weeds surrounding the fall zones of the purple, green, and yellow sliding structure on the front-left side of the playground.
- Exposed tarp surrounding the fall zones of the purple, green, and yellow sliding structure on the front-left side of the playground.
- A green unwrapped water hose was sitting on the ground located on the front-right entrance leading to the playground creating a potential tripping hazard.
- A barbecue grill and a propane tank was sitting on the front-left entrance of the playground entrance.
- Potting soil was observed sitting on the ground located on the front-left entrance of the playground. The potting soil was observed to contain the label "KEEP OUT OF REACH OF CHILDREN."
- Thorny plants were observed on the front-left side of the playground accessible to the children and creating a potential tripping hazard.

POI (Plan of Improvement)

The Home will repair any and all identified outdoor hazards and will monitor playground daily or more often as needed to ensure that the Home's outdoor play area is kept clean and free of hazards.

Correction Deadline: 8/7/2022

Technical Assistance

Please ensure to monitor the playground for the following potential hazardous items:

- Loose and/or weak tree branches.
- Refluff resilient surface surrounding the fall zones of playground equipment.
- Biting and/or stinging insects.
- Normal wear and tear of playground equipment and toys.

Food Service

290-2-3-.10 Food Service & Nutrition**Technical Assistance****Technical Assistance**

The consultant discuss breakfast meal components with the provider. Please ensure to notate if milk is served on the program's weekly menus.

290-2-3-.10 Kitchen Operations**Technical Assistance****Technical Assistance**

Please ensure that refrigerator and freezer thermometers are visible at all times.

Correction Deadline: 7/28/2022

Health and Hygiene

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

Staff were observed to remind children to wash hands.

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

The provider stated appropriate diapering procedures.

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

Per the provider no medication is currently dispensed

Licensure

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

Application requirements reviewed with the Provider on this date.

Safety and Discipline

290-2-3-.11 Animals**Met****Comment**

Appropriate vaccination records were available on this date.

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

Age-appropriate discussion and/or redirection observed.

Comment

The provider and/or the home's employee were observed to maintain a positive learning environment on this date.

290-2-3-.11 First Aid Kit**Technical Assistance****Technical Assistance**

Please ensure to add more bandaids and gloves to the home's first aid kit.

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

The provider does not provide routine transportation.

Staff Records

290-2-3-.21 Criminal Records and Comprehensive Background Checks(CR)**Met****Comment**

Consultant requested to view all Criminal Record checks for employees hired after last visit. Provider stated that there have been no new hires since last visit was conducted on April 19, 2022.

Comment

Criminal records checks were observed to be complete.

290-2-3-.07 First Aid & CPR**Technical Assistance****Comment**

Evidence observed that the provider was certified in First Aid and CPR.

Technical Assistance

Please be mindful of training expiration dates.

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**Met****Comment**

Annual training requirement and documentation observed.

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 the total number of Children not Related to the Provider in the Family Child Care Learning Home, for pay or not for pay, cannot exceed six Children, except that a Provider may care for two additional children who are three years of age or older for two designated one hour periods daily upon approval approved by the Department. It was determined based on observation the provider cared for approximately seven children under the age of 12-year-old outside of the family child care learning home's approved two designated one hour periods.

POI (Plan of Improvement)

The Home will reduce the number of unrelated children, both for pay and not for pay, so that the total number of unrelated children in care does not exceed the number of children as specified in these rules.

Correction Deadline: 8/7/2022

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

The Provider was observed directly supervising and being attentive to the needs of the children.