



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

Cover Sheet

Date: 8/18/2022 **VisitType:** Monitoring Visit

Arrival: 1:15 PM

Departure: 1:35 PM

FR-000001939

Sutherland, Ethel

2502 MILLER OAKS CIR Decatur, GA 30035 DeKalb County
(678) 668-1351 sutherlandethel@yahoo.com

Mailing Address

2502 MILLER OAKS CIR
DECATUR, GA 30035

Regional Consultant

Verlyn Gant

Phone: (404) 591-6059
Fax: (404) 591-6060
verlyn.gant@dec.al.ga.gov

Quality Rated: ★

Compliance Zone Designation			Compliance Zone Designation - A summary measure of a program's 12 month monitoring history, as it pertains to child care health and safety rules. The three compliance zones are good standing, support, and deficient. Good Standing - Program is demonstrating an acceptable level of performance in meeting the rules. Support - Program performance is demonstrating a need for improvement in meeting rules. Deficient - Program is not demonstrating an acceptable level of performance in meeting the rules.
08/18/2022	Monitoring Visit	Good Standing	
05/02/2022	Complaint Closure	Good Standing	
04/26/2022	Complaint Investigation Follow Up	Deficient	

Ratios/License Capacity

Age Ranges	Children Present	Child For Pay	CAPS	Not for Pay	Provider Children
Infant (0-11 mos)	1	1	0	0	0
1 & 2 Years	3	3	0	0	0
3 & 4 Years	2	2	0	0	0
School Age(5+) Years	0	0	0	0	0
Total Under 13 Years	6	6	0	0	0
Total Under 18 Years	6				
Children Present: 6		Total Children: 6			
Caregivers/Helpers Present: 3		Total Caregivers/Helpers: 1			

Comments

An in-person inspection was conducted on August 18, 2022 with the Provider. Background checks were all reviewed on August 18, 2022.

An Administrative Review was conducted on August 24, 2022. Staff files, children's files, and training documentation were all reviewed. The provider's signature was obtained on the administrative review letter.

The Consultant completed the exit conference via phone and a copy of the Monitoring Visit report was electronically emailed to the Program on September 07, 2022.

Plan of Improvement: Developed This Date 08/18/2022

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



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

Ethel Sutherland, Program Official

Date

Verlyn Gant, 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: 8/18/2022 **VisitType:** Monitoring Visit

Arrival: 1:15 PM

Departure: 1:35 PM

FR-000001939

Sutherland, Ethel

2502 MILLER OAKS CIR Decatur, GA 30035 DeKalb County
(678) 668-1351 sutherlandethel@yahoo.com

Mailing Address

2502 MILLER OAKS CIR
DECATUR, GA 30035

Regional Consultant

Verlyn Gant

Phone: (404) 591-6059

Fax: (404) 591-6060

verlyn.gant@decal.ga.gov

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

Discussed SIDS and infant sleeping position.

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

N/A

Comment

Home does not provide swimming activities.

Children's Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 3

Child # 1 Met

Child # 2 Met

Child # 3 Not Met

"Missing/Incomplete Components"

Physician & Emergency Contact Information - (.08)(1)

Child # 4 Not Met

"Missing/Incomplete Components"

Release Person Information - (.08)(10)

Child # 5	Met
Child # 6	Not Met
<u>"Missing/Incomplete Components"</u>	
Release Person Information - (.08)(10),Dad Work # Missing -(.08)(1)	

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 a review of records that:

- One child's enrollment form was missing the name of the Child's physician.
- One child's enrollment form was missing the parent's work details.
- Two children's enrollment forms were missing the address, telephone numbers, relationship to Child and to Parent (s) and other identifying information of person(s) to whom the Child may be released.

POI (Plan of Improvement)

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

Correction Deadline: 8/18/2022

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

Staff state proper knowledge of hand washing and hygiene procedures.

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

Comment

Staff state proper knowledge of diapering procedures.

290-2-3-.11 Medications(CR)**N/A****Comment**

Per the provider no medication is currently dispensed

Licensure

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

Age-appropriate discussion and/or redirection observed.

290-2-3-.11 Transportation(CR)**N/A****Comment**

The provider does not provide routine transportation.

Staff Records

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

Correction Deadline: 4/6/2022

Corrected on 8/18/2022

.21(1)(a) - Previous citation was observed to be corrected during this visit, in that based on a review of records all residents in the home had submitted both a Records Check Application to the Department and Fingerprints to an authorized fingerprint site as required.

Comment

Criminal records checks were observed to be complete.

Correction Deadline: 4/6/2022

Corrected on 8/18/2022

.21(1)(c) - Previous citation was observed to be corrected during this visit, in that based on a review of records all residents in the home had a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the home.

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

Staff observed to be compliant with applicable laws and regulations.

Staff:Child Ratios and Supervision

290-2-3-.07 Staff:Child Ratios(CR)**Met****Comment**

Appropriate ratios were observed on this date.

Comment

Adequate supervision observed on this date.