



**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

**Date:** 7/31/2023    **VisitType:** Complaint Closure

**CCLC-448**

**Stepping Stones Child Care - Free Home**

11930 Cumming Highway Canton, GA 30115 Cherokee County  
 CCLC-448 steppingstones@etcmail.com

**Special Investigations Unit Sr. Specialist**

Beverly Pollard

Phone: (770) 357-7002

Fax: (770) 357-7001

beverly.pollard@dec.al.gov

**Mailing Address**

201 Little River Farms Trail  
 Canton, GA 30115

**Quality Rated:** ★ ★

<u>Compliance Zone Designation</u>		
07/31/2023	Complaint Closure	Good Standing
06/06/2023	Monitoring Visit	Good Standing
04/12/2023	Licensing Study	Good Standing

**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.

**Comments**

The Complaint Investigation was not completed on this date. A final copy will be sent to the facility.

The Complaint Investigation was completed on this date, A final copy was sent to the facility.

**Advisement of Potential for Repeated Rule Violations during Pending Investigations**

This report shall serve as official notice of potential rule violations. These potential rule violations have been detailed in this report and discussed with you by the consultant. The department shall conduct a thorough investigation to determine if in fact the alleged rule violation(s) should or should not be substantiated. Please be aware that the investigation may take some time to be finalized to ensure fairness and accuracy. During this investigation period, any violations of an identical rule or rules will require the department to treat any and all substantiated rule violations identified in the investigation as repeated rule violation(s).

Further, from time to time the department discovers additional rule violations during the course of an investigation. If there are new rule violation(s), your consultant shall inform you of the violation(s) as soon as possible. However, as stated above, any violations of identical rule(s) will require the department to treat any and all additional rule violations identified in the investigation as repeated rule violations.

All rule violations found in relation to a complaint or incident investigation will be associated with the date the investigation was closed.



Please refer to the website, <http://www.dec.al.gov/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

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), do the following:

- 1) Log into DECAL KOALA [www.decalkoala.com](http://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.

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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)

I have read and understand the Rules and Regulations for Child Care Learning Centers, 591-1-1. I acknowledge that the items noted in this report have been discussed with me and I have agreed to a Plan of Improvement (POI) as indicated in this report. I understand that correction of these deficiencies, while required, will not necessarily prevent DECAL from taking adverse action against this facility. I understand that if I disagree with any of the deficiencies cited, I have the right to refute them on this report or any other form that I choose to send to Child Care Services.

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Tonya Barrett, Program Official

Date

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Beverly Pollard ,Special Investigations Unit Sr.  
Specialist

Date



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**Summary Report**

**Date:** 7/31/2023 **VisitType:** Complaint Closure

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The following information is associated with a Complaint Closure:

**Children's Records**

**591-1-1-.08 Children's Records**

**Not Met**

**Finding Associated with Complaint**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, intellectual disabilities or developmental disabilities which limit the child's participation in the program.

It was determined that management was verbally notified of a one-year-old child's allergies. The child's record was not updated to include the allergies.

**POI (Plan of Improvement)**

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

**Correction Deadline: 7/31/2023**

**Food Service**

**Finding Associated with Complaint**

591-1-1-.15(9) requires that a written statement be on file from a medical authority when a child requires a modified diet for medical reasons and from the child's Parent(s) when a child requires a modified diet for religious reasons. All caregiver Personnel shall be informed of the diet restriction for the child and only food that complies with the prescribed dietary regimen but still meets the food and nutrition requirements shall be served to the child.

It was determined that on or around November 1, 2022, a one-year-old child with a known allergy to peanuts was served a restricted food item. The child's parent arrived for pick up for a pre-scheduled medical appointment. The parent noticed a rash on the child's face and administered Benedryl. The parent took the child for their appointment. The parent confirmed they would not have taken the child for medical treatment if the appointment was not already scheduled. Management was verbally notified of the child's allergies and the child's record was not updated to include the allergies. Additionally, a written statement from a medical authority was not on file and all staff persons were not informed of the diet restriction.

**POI (Plan of Improvement)**

The Center will obtain the appropriate written statement and keep it on file, inform all caregiver Staff, and only serve the child food that complies, but still meets the nutrition requirements in these rules and will review and monitor.

**Correction Deadline: 7/31/2023**