



**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:** 11/2/2022    **VisitType:** Monitoring Visit    **Arrival:** 1:00 PM    **Departure:** 2:05 PM

**FR-53016**

**Jones, Annie D**

61 Tinica Way Newnan, GA 30263 Coweta County  
 (770) 557-2922 anniedjones194@gmail.com

**Regional Consultant**

Laura Swann

Phone: (706) 855-3454  
 Fax: (706) 434-7641  
 laura.swann@decals.ga.gov

**Mailing Address**  
 Same

**Quality Rated:** No

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
11/02/2022	Monitoring Visit	Good Standing	
05/24/2022	Licensing Study	Good Standing	
11/17/2021	Monitoring Visit	Good Standing	

**Ratios/License Capacity**

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

  

Children Present: 4	Total Children: 5
Caregivers/Helpers Present: 1	Total Caregivers/Helpers: 3

**Comments**

Visit completed on October 2, 2022.

Plan of Improvement: Developed This Date 11/02/2022

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/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](mailto: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](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.'

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)

\_\_\_\_\_  
Annie Jones, Program Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Laura Swann, Consultant

\_\_\_\_\_  
Date



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**Findings Report**

**Date:** 11/2/2022 **VisitType:** Monitoring Visit

**Arrival:** 1:00 PM

**Departure:** 2:05 PM

**FR-53016**

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The following information is associated with a Monitoring Visit:

**Activities and Equipment**

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

**Not Met**

**Finding**

290-2-3-.12(3) requires furniture and equipment to be kept clean and in a safe usable condition. It was determined based on observation that the following hazardous equipment was present in the classroom:  
The left side of the adult size desk was held up with a bar stool and rock.  
The blue child sized chair had the blue plastic covering torn off.

**POI (Plan of Improvement)**

The Home will clean, repair, and/or replace any item(s) noted and will maintain furniture and equipment so they are clean, safe and usable.

**Correction Deadline: 11/2/2022**

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

**Met**

**Comment**

Cots were observed on this date.

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

**Met**

**Comment**

Home does not provide swimming activities.

**Children's Records**

**Records Reviewed: 5**

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

Child # 1

Met

Child # 2

Met

**Records Reviewed: 5**

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

Child # 3	Met
Child # 4	Met
Child # 5	Met

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**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 the provider had no enrollment records available for 5 children enrolled.

**POI (Plan of Improvement)**

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

**Correction Deadline: 11/2/2022**

**Finding**

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 the provider had no immunizations records available for 5 children enrolled.

**POI (Plan of Improvement)**

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

**Correction Deadline: 11/2/2022**

**Facility**

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

**Not Met**

**Finding**

290-2-3-.11(2)(f) requires that poisons, medicines, cleaning agents and other hazardous materials be in locked areas or inaccessible to children. It was determined based on observation that the following hazards were present: "Clorox" spray was in the bathroom under the handwashing sink in an unlocked cabinet. "Off" bug repellent spray was on the TV cabinet in the family room. In the laundry room "Tide" and "Purex" liquid detergent was on the washer.

**POI (Plan of Improvement)**

To ensure the safe storage of hazardous items, the Home Provider will make these items inaccessible to the children.

**Correction Deadline: 11/2/2022**

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

**Not Met**

**Finding**

290-2-3-.13(1) requires that the Home be clean and free from hazards. It was determined based on observation that the following was not clean:

**Classroom:**

- The rug had dirt and trash on it.
- The paint was peeling from the walls.
- The brown chest of drawers had paint peeling off.
- A bag of overflowing trash was in the trash can.
- 2 screw drivers were in an unlocked drawer in the desk.

**Kitchen:**

- Sink was filled with dirty dishes.
- Stove and counter were covered with dirty dishes.
- A bag of trash was sitting in the floor.
- A bag of overflowing trash was in the trash can.
- A broom and dust pan were leaning on the wall.

**Bathroom:**

- The toilet seat was broken.
- The flooring was not smooth as it was peeling up in front of the toilet.
- A plunger was beside the toilet.

**POI (Plan of Improvement)**

To ensure the cleanliness and safety of the environment, the Home Provider will make hazardous items inaccessible to the children.

**Correction Deadline: 11/2/2022**

**Finding**

290-2-3-.13(1)(e) prohibits the use of multiple plugs and electric extension cords. Electrical outlets within reach of children shall be plugged or covered. It was determined based on observation that the following hazards were present:

**Classroom**

- 2 outlets accessible with no covers.
- Cords from computer accessible to children.

**Family room**

- Cords to fans accessible to child
- Game system cords on a table accessible to children.

**Kitchen**

- 2 cords were accessible beside the refrigerator.

**POI (Plan of Improvement)**

The Home will not use multiple plugs and electric extension cords and will check regularly to ensure electrical outlets are plugged or covered.

**Correction Deadline: 11/2/2022**

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

**Not Met**

**Finding**

290-2-3-.13(2)(c) requires that climbing and swinging equipment that are not portable have a resilient surface beneath the equipment and the fall zone from such equipment, which is adequately maintained by the Home to assure continuing resiliency. It was determined based on observation that there was 1/2" resilient surfacing under the wooden climbing structure when 3" was required.

**POI (Plan of Improvement)**

The Home will ensure that there is an adequate resilient surface under and in the fall zone of climbing and swinging equipment. The Home will inspect equipment and resilient surfacing material regularly and repair or replenish as needed.

**Correction Deadline: 11/9/2022**

**Recited on 11/2/2022**

**Health and Hygiene**

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

**Not Met**

**Finding**

290-2-3-.11(1)(j) requires children’s hands to be washed with liquid soap and warm running water: immediately upon arrival for the day and re-entering the child care area after outside play; before and after eating meals and snacks, handling or touching food, and playing in water; after toileting and diapering, playing in sand, touching animals or pets, contact with bodily fluids such as, but not limited to, mucus, saliva, vomit or blood, and after contamination by any other means. It was determined based on observation and staff statement that children had not washed their hands after meals or the restroom as required with liquid soap and warm running water as the handwashing sink in the restroom was not working and hand sanitizer was being used.

**POI (Plan of Improvement)**

To ensure proper hygiene, all children will wash their hands with liquid soap and warm running water as required.

**Correction Deadline: 11/2/2022**

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

**Technical Assistance**

**Technical Assistance**

290-2-3-.11(1)(f) - Please ensure children's diapers are changed on a non porous surface.

**Correction Deadline: 11/2/2022**

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

**Not Met**

**Finding**

290-2-3-.11(1)(d) prohibits Personnel from dispensing prescription or nonprescription medications to a Child without specific written authorization from the Child's physician or Parent. All medications shall be stored as authorized by Georgia law or in accordance with the prescription or label instructions and kept in places that are inaccessible to children. Each dose of medication given to a Child shall be documented showing the Child's name, name of medication, date and time given, and the name of the person giving the medication. It was determined based on observation that the following medicine was accessible to children:

"Advair" was on the floor near the desk.

Liquid "Chorophy II" supplementv was in an unlocked drawer on the desk.

Children's "Motrin" was in an unlocked drawer on the desk.

"Mucinex" was on top of the desk.

**POI (Plan of Improvement)**

The Home will obtain written authorization before giving medicine to a Child; will document each time medicine is administered to a child; will store medicine as required in an area that is locked or not accessible to children; and will store medicine that must be refrigerated in a leak-proof container that is inaccessible to children.

**Correction Deadline: 11/2/2022**

**Licensure**

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

Appropriate number of children observed in Family Child Care Learning Home this date.

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<b>Safety and Discipline</b>
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**290-2-3-.11 Discipline(CR)****Met****Comment**

Age-appropriate redirection observed.

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

The provider does not provide routine transportation.

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<b>Staff Records</b>
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**290-2-3-.21 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding**

290-2-3-.21(1)(a) requires the Home to ensure that the Provider, every actual and potential Employee(including residents age 17 and older) and Provisional Employee of the Family Child Care Learning Home has submitted both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records and staff statements there were 4 residents older than 17 years of age living in the home that had not submitted both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Home will not allow residents age 17 and over to be present to ensure that every actual and potential Provider, Employee and Provisional Employee of a Family Child Care Learning Home submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The provider must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Home will review recordings ensure the CRC rules are maintain

**Correction Deadline: 11/2/2022****Finding**

290-2-3-.21(1)(c) requires every Employee to have a current and valid satisfactory Comprehensive Records Check Determination on file prior to being present at the Home while any child is present for care or before residing in the Home if age 17 or older. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records and staff statement there were 4 persons present living in the home 17 and over without a current and valid satisfactory Comprehensive Records Check Determination on file prior to being present at the Home while any child is present for care..

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Home will not allow employee in the home to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Home while any child is present for care or before an individual age 17 or older resides in the Home. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The provider must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Home will not allow employees in the home until a satisfactory Comprehensive Records Check Determination letter is received to ensure the CRC rules are maintained.

**Correction Deadline: 11/2/2022**

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**290-2-3-.07 Provider Qualifications**

**Not Met**

**Finding**

290-2-3-.07(2) requires the Provider to possess and submit valid evidence/documentation of one of the following credentials/degrees issued by either the organizations listed below, an accredited educational institution, or another organization approved/recognized by the Department: a Child Development Associate credential; Technical Certificate of Credit in Early Childhood Education; Technical College Diploma in Early Childhood Education; Associate Degree in Early Childhood Education; Paraprofessional Certificate; Bachelor's degree in Early Childhood Education; Master's degree in Early Childhood Education. It was determined based on a review of records the provider had not completed the CDA requirements, missing was an in person visit.

**POI (Plan of Improvement)**

The Home will obtain and submit the necessary documentation for the Provider.

**Correction Deadline: 11/11/2022**

**Recited on 11/2/2022**

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

**Met**

**Comment**

Discussed staff qualifications and compliance with applicable laws and regulations.

**Staff:Child Ratios and Supervision**

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

**Met**

**Comment**

Appropriate ratios were observed on this date.

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

**Met**

**Comment**

Adequate supervision observed on this date.