



**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:** 2/14/2022    **VisitType:** Licensing Study    **Arrival:** 10:50 AM    **Departure:** 12:15 PM

**CCLC-39266**

**Janie Little Gems Daycare**

500 Riverside Circle Jesup, GA 31545 Wayne County  
 (912) 256-0287 janieguyton16@gmail.com

**Regional Consultant**

Connie Boatright

Phone: (912) 544-9701  
 Fax: (912) 544-9700  
 connie.boatright@decals.ga.gov

**Mailing Address**  
 530 riverside circle  
 Jesup, GA 31545

**Quality Rated:** ★ ★

<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.
02/14/2022	Licensing Study	Good Standing	
12/20/2021	Complaint Closure	Good Standing	
11/08/2021	Complaint Investigation Follow Up	Good Standing	

**Ratios/License Capacity**

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes	
Main	A	One Year Olds and Two Year Olds and Three Year Olds	3	6	C	5	NC	NA	NA	Clean Up, Music, Lunch, Transitioning, Nap	
Main	B		0	0	C	12	C	NA	NA	Not In Use	
Total Capacity @35 sq. ft.:			17			Total Capacity @25 sq. ft.:			0		
Total # Children this Date: 6			Total Capacity @35 sq. ft.:			Total Capacity @25 sq. ft.:			0		

Building	Playground	Playground Occupancy	Playground Compliance
Main	One	0	C

**Comments**

The consultant completed an in person Licensing Study on 02-14-2022. The center owner / director stated there is a total of 5 staff with 2 of the 5 being a new hire since the consultant's last visit. The center owner / director stated no medication is provided, no field trips or routine transportation is provided. The center owner / director stated she will offer transportation as of March 1, 2022 if she is able to hire an additional staff member. The center owner / director stated she has applied for the POWER grant for her staff and is receiving monthly STABLE4ward grand payments. She stated the center just renewed their Quality Rating and approved for two star. The Administrative Review was completed on 02-18-2022 and the findings were discussed with the provider.

Plan of Improvement: No Plan Developed

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.decal.ga.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



### Important New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: <https://qualityrated.decal.ga.gov/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

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@decal.ga.gov](mailto:CCSRefutations@decal.ga.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://decal.ga.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)

Janie guyton, Program Official

Date

Connie Boatright, Consultant

Date



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### Findings Report

**Date:** 2/14/2022    **VisitType:** Licensing Study    **Arrival:** 10:50 AM    **Departure:** 12:15 PM

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The following information is associated with a Licensing Study:

### Activities and Equipment

**591-1-1-.03 Activities**

**Technical Assistance**

**Technical Assistance**

591-1-1-.03(2) - The center director will ensure that the Center will keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas.

**Correction Deadline: 2/14/2022**

**591-1-1-.12 Equipment & Toys(CR)**

**Met**

**Comment**

A variety of equipment and toys were observed throughout the center.

**591-1-1-.35 Swimming Pools & Water-related Activities(CR)**

**Met**

**Comment**

Center does not provide swimming activities.

### Children's Records

**Records Reviewed: 3**

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

Child # 1	Met
Child # 2	Met
Child # 3	Met

**Comment**

Parent agreements observed obtained/completed.

**Comment**

Parent authorizations obtained/completed.

**Technical Assistance**

591-1-1-.08(6) - The center director will ensure that the Center to maintain records of a child's daily arrival and departure for the twelve (12) preceding months that the Parent or person(s) authorized by the Parent documents, in written or electronic format, each time the Parent or authorized person drops off and picks up the child. The documentation shall include at least the date, the child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person at the time of arrival and departure. These records shall be made available to the Department in printed or written form upon request.

**Correction Deadline: 2/14/2022**

	<b>Facility</b>
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**591-1-1-.06 Bathrooms****Met****Comment**

Bathrooms observed to be clean and well maintained.

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**591-1-1-.19 License Capacity(CR)****Met****Comment**

Licensed capacity observed to be routinely met by center.

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**591-1-1-.25 Physical Plant - Safe Environment(CR)****Not Met****Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that a staff members pocket book was stored on the top shelf of a cubby unit and within reach of the one, two, and three-year-old children.

**POI (Plan of Improvement)**

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

**Correction Deadline: 2/14/2022**

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**591-1-1-.26 Playgrounds(CR)****Not Met****Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that one of three tan sand boxes did not have a cover and contained two inches of stagnant water.

**POI (Plan of Improvement)**

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

**Correction Deadline: 2/14/2022**

	<b>Food Service</b>
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**591-1-1-.15 Food Service & Nutrition****Met****Comment**

Center menu meets USDA guidelines.

**Comment**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk  
5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk  
2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA’s website:

DECAL

<http://decal.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

**Health and Hygiene**

**591-1-1-.10 Diapering Areas & Practices(CR)**

**Met**

**Comment**

Staff state proper knowledge of diapering procedures.

**591-1-1-.17 Hygiene(CR)**

**Met**

**Comment**

Proper hand washing observed throughout the center.

**591-1-1-.20 Medications(CR)**

**Not Met**

**Finding**

591-1-1-.20(4) requires the Center to keep medication in a cabinet or container that is locked or otherwise not accessible to the children and to be stored separate from cleaning chemicals, supplies or poisons. Medications requiring refrigeration shall be placed in a leak-proof container in a refrigerator that is not accessible to the children. It was determined based on observation that the following items were stored in a black diaper bag sitting on the bottom shelf of a cubby and accessible to the one, two, and three-year-old children and labeled keep out of reach of children:

A bottle of Little Critters Gummy Vita - 70 count

A & D Ointment Diaper Cream 4 oz.

Nasal Saline Spray Drops 1 oz.

Hand Sanitizer 6.9 oz.

Cold Be Gone Nasal Swab Remedy 10 ML

Hylands Tiny Cold Tabs - 2 bottles of 125 count tabs

Sudafed PE Cough & Cold 4 oz.

Childrens Tylenol 4 oz.

Childrens Motrin - One 4 oz bottle, two 1 oz. bottles

Benadryl - 4 oz.

**POI (Plan of Improvement)**

The Center will train Staff on the safe and proper storage of medication and monitor to ensure that the rule is met.

**Correction Deadline: 2/14/2022**

**Policies and Procedures**

**Technical Assistance**

591-1-1-.21(1)(p) - The center director will ensure that the Center to have a written plan for handling emergencies, including but not limited to 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 Center; to have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations. The plan must apply to all children in care and include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions and shall include assurance that no Center Personnel will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals.

**Correction Deadline: 2/19/2022**

**591-1-1-.27 Posted Notices**

**Met**

**Comment**

Please make sure that all required signs are posted and up to date.

**Safety**

**591-1-1-.05 Animals**

**Met**

**Comment**

Center does not keep animals on premises.

**591-1-1-.11 Discipline(CR)**

**Met**

**Comment**

Age-appropriate discussion and/or redirection observed.

**Comment**

Staff were observed to maintain a positive learning environment on this date.

**591-1-1-.13 Field Trips(CR)**

**Met**

**Comment**

Center does not participate in field trips at this time.

**591-1-1-.36 Transportation(CR)**

**Met**

**Comment**

Center does not provide routine transportation.

**Sleeping & Resting Equipment**

**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**

**Met**

**Comment**

No infants are enrolled.

**Comment**

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

**Staff Records**

**Records Reviewed: 8**

**Records with Missing/Incomplete Components: 3**

Staff # 1

Met

Date of Hire: 12/27/2021

Reminder - Health & Safety training is required within 90 calendar days of hired

**Records Reviewed: 8****Records with Missing/Incomplete Components: 3**

Staff # 2	Met
Date of Hire: 12/20/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 3	Met
Date of Hire: 09/21/2021	
Staff # 4	Not Met
Date of Hire: 06/01/2002	
<u>"Missing/Incomplete Components"</u>	
.33(4)-Food Prep Training Missing 4 hrs.	
Staff # 5	Met
Date of Hire: 11/05/2021	
Staff # 6	Met
Date of Hire: 10/01/2021	
Staff # 7	Not Met
Date of Hire: 01/28/2010	
<u>"Missing/Incomplete Components"</u>	
.33(4)-Food Prep Training Missing 4 hrs.	
Staff # 8	Not Met
Date of Hire: 07/22/2021	
<u>"Missing/Incomplete Components"</u>	
.31(2)(b)2.-Staff Qualifications-Education Missing	

**Staff Credentials Reviewed: 3**


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**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met**

**Comment**

Director provided [ ] file(s) for employees hired since last visit.

**Comment**

Director provided 2 file(s) for employees hired since last visit.

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**591-1-1-.14 First Aid & CPR Met**

**Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.

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**591-1-1-.24 Personnel Records Met**

**Correction Deadline: 9/27/2021****Corrected on 2/14/2022****.24(1) The previous citation was observed to be corrected on this date. The provider has a total of 5 staff files and provided information for 5 files.**


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**591-1-1-.33 Staff Training Technical Assistance**

**Technical Assistance**

591-1-1-.33(4) - The center director will ensure that within the first year of employment, the Director and person with primary responsibility for food preparation shall have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. (4 hours of Food, Nutrition, Preparation and Storage packet with ProSolutiontraining.com).

**Correction Deadline: 3/16/2022**

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**591-1-1-.31 Staff(CR)**

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staffing and Supervision**

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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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**591-1-1-.32 Supervision(CR)**

**Met**

**Comment**

Adequate supervision observed on this date.