



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: 6/2/2022 **VisitType:** Complaint Investigation Follow Up **Arrival:** 9:45 AM **Departure:** 11:15 AM

CCLC-730

Jan's Family Day Care Center

8455 Hwy. #53 East Dawsonville, GA 30534 Dawson County
 (706) 216-6372 whetstone@windstream.net

Regional Consultant

Stephanie Clark

Phone: (770) 357-1712

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stephanie.clark@decal.ga.gov

Mailing Address
 Same

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.
06/02/2022	Complaint Closure	Good Standing	
06/02/2022	Complaint Investigation Follow Up	Good Standing	
04/19/2022	Complaint Investigation by Phone	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	1L	Six Year Olds and Over	1	20	C	22	C	30	C	Centers
Main	1R	Infants	1	5	C	7	C	NA	NA	Floor Play
Main	2L	Three Year Olds and Four Year Olds	2	20	C	20	C	28	C	Outside
Main	2R	One Year Olds and Two Year Olds	1	8	C	10	C	NA	NA	Centers
Main	3R	Two Year Olds	1	10	C	20	C	NA	NA	Outside
Main	Upstairs	Four Year Olds and Five Year Olds	1	11	C	11	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 90						Total Capacity @25 sq. ft.: 106				
Total # Children this Date: 74			Total Capacity @35 sq. ft.: 90			Total Capacity @25 sq. ft.: 106				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground Large	122	C
Main	Playground Middle	24	C
Main	Playground/ RT Side	11	C

Comments

An in person complaint investigation and follow up visit was conducted on this date.

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.dec.state.ga.us/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 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)

Jan Whetstone, Program Official

Date

Stephanie Clark, Consultant

Date



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Findings Report

Date: 6/2/2022 **VisitType:** Complaint Investigation
Follow Up **Arrival:** 9:45 AM **Departure:** 11:15 AM

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The following information is associated with a Complaint Investigation Follow Up:

Activities and Equipment

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

Met

Correction Deadline: 3/12/2022

Corrected on 6/3/2022

.12(6) - A variety of age appropriate items were observed to be on the shelves and accessible to the children on this date.

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

Met

Comment

Center does not provide swimming activities.

Children's Records

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

Defer

Defer

591-1-1-.08(1)-Records were not observed on this date for the complaint investigation and follow up visit.

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: 2/10/2022

Defer

591-1-1-.08(1)(b)- Records were not reviewed on this date for the complaint investigation and follow up visit.

POI (Plan of Improvement)

The Center will develop and follow a system to place and maintain all types of parental authorizations in these files.

Correction Deadline: 2/10/2022

Facility

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

Comment

Licensed capacity observed to be routinely met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR) Met

Correction Deadline: 2/10/2022

Corrected on 6/3/2022

.25(8) - The outlets and fire extinguisher were observed to be covered on this date.

591-1-1-.26 Playgrounds(CR) Defer

Defer

591-1-1-.26(4)-

POI (Plan of Improvement)

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

Correction Deadline: 2/10/2022

Defer

591-1-1-.26(6)-

POI (Plan of Improvement)

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

Correction Deadline: 2/20/2022

Defer

591-1-1-.26(9)-

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: 2/10/2022

Health and Hygiene

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

Correction Deadline: 2/10/2022

Corrected on 6/3/2022

.10(4) - The Diaper changing pads were observed to be free from torn areas on this date.

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

Correction Deadline: 2/10/2022

Corrected on 6/3/2022

.17(8) - Children and staff were observed washing their hands on this date.

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

Met

Comment

Discussed proper medication documentation and procedures.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures

Defer

Defer

591-1-1-.21(1)(a-o)-

POI (Plan of Improvement)

The Center will revise their policies and procedures to include all required information and update as needed.

Correction Deadline: 2/15/2022

Defer

591-1-1-.21(3)-

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 2/15/2022

Safety

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

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

Defer

Defer

591-1-1-.36(3)(a-b)-

POI (Plan of Improvement)

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

Correction Deadline: 2/20/2022

Defer

591-1-1-.36(4)(a)-

POI (Plan of Improvement)

The Center will obtain the annual vehicle inspection.

Correction Deadline: 2/15/2022

Defer

591-1-1-.36(4)(b)-

POI (Plan of Improvement)

The center will maintain that all transportation vehicles are clean, in safe repair, and free from hazards.

Correction Deadline: 2/11/2022

Defer

591-1-1-.36(4)(c)-

POI (Plan of Improvement)

The center will ensure that each vehicle has a working fire extinguisher and that the fire extinguisher is kept out of reach of children.

Correction Deadline: 2/10/2022

Sleeping & Resting Equipment

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

Met

Comment

Discussed SIDS and infant sleeping position.

Staff Records

Records Reviewed: 10

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 01/25/2022	
Staff # 2	Met
Date of Hire: 01/05/2020	
Staff # 3	Met
Date of Hire: 06/03/2019	
Staff # 4	Met
Date of Hire: 06/11/2014	
Staff # 5	Met
Date of Hire: 05/11/2016	
Staff # 6	Met
Date of Hire: 11/03/2021	
Staff # 7	Met
Date of Hire: 08/12/2019	
Staff # 8	Met
Date of Hire: 08/03/2009	
Staff # 9	Met
Date of Hire: 07/13/1997	
Staff # 10	Met
Date of Hire: 12/19/2019	

Staff Credentials Reviewed: 2

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)**Met****Correction Deadline: 2/10/2022****Corrected on 6/3/2022****.09(1)(a) - All staff members observed to have a Criminal records check on file on this date.****Correction Deadline: 2/10/2022****Corrected on 6/3/2022****.09(1)(c) - All staff members observed to have a Criminal records check on file on this date.**

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

591-1-1-.14(2)-

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 3/12/2022**Defer**

591-1-1-.14(3)-

POI (Plan of Improvement)

Center Staff will provide any missing first aid kits, add any missing items to each first aid kit and will develop and use a plan for checking the kits and replacing missing items in each kit in the future. First aid kits and instruction manuals will be stored so that they kits are not accessible to children but are easily accessible to Center Staff.

Correction Deadline: 2/20/2022

591-1-1-.33 Staff Training**Defer****Defer**

591-1-1-.33(1)-

POI (Plan of Improvement)

The Center will develop and provide orientation for all new Staff prior to their staff's assignment to children or task.

Correction Deadline: 2/10/2022**Defer**

591-1-1-.33(3)-

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

Correction Deadline: 3/12/2022**Defer**

591-1-1-.33(5)-

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 3/12/2022

Staffing and Supervision

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

Met

Comment

Center observed to maintain appropriate staff:child ratios.

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

Met

Comment

Adequate supervision observed on this date.