



**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:** 1/19/2017    **VisitType:** Licensing Study    **Arrival:** 9:05 AM    **Departure:** 10:45 AM

**FR-9900106621**

**Colver, Amy F.**

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 (404) 452-1938 amycolver@gmail.com

**Regional Consultant**

Dianne Clarke

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 Same

<b>Compliance Zone Designation</b>		
01/19/2017	Licensing Study	Good Standing
09/22/2016	Monitoring Visit	Good Standing
05/19/2016	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.

**Ratios/License Capacity**

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

Children Present: 6

Total Children: 6


Caregivers/Helpers Present: 1

Total Caregivers/Helpers: 1

**Comments**

Plan of Improvement: Developed This Date 01/19/2017

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).



**Reminder:** All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit [www.decalkoala.com](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.



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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), 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.

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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)

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Amy Colver, Program Official

Date

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Dianne Clarke, Consultant

Date



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### Findings Report

**Date:** 1/19/2017    **VisitType:** Licensing Study    **Arrival:** 9:05 AM    **Departure:** 10:45 AM

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The following information is associated with a Licensing Study:

### Activities and Equipment

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

**Met**

**Comment**

Discussed-SIDS/Infant Sleeping Position

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

**Met**

**Comment**

No Swimming Activities Provided

### Children's Records

**Records Reviewed: 6**

**Records with Missing/Incomplete Components: 1**

Child # 1

Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(1)(c)

**290-2-3-.08 Children's Records**

**Not Met**

**Finding**

290-2-3-.08(1)(c) 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 day without such evidence. It was determined based on a review of records that the home did not have such evidence for one of six enrolled children. The record had expired on December 1, 2016.

**POI (Plan of Improvement)**

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

**Correction Deadline: 2/20/2017**

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**290-2-3-.08 Parental Authorization(CR)****Not Met****Finding**

290-2-3-.08(1)(j) requires the Home to maintain documentation, which need not be filed in the Child's individual record, that the Child has been signed in and out of the Home at each arrival and departure time by the Parent or authorized person(s). The documentation will include at least the following information: the Child's name, date, drop-off and pick-up times, and initials of the Parent or other authorized person. The Home shall ensure that Children are only released to authorized person(s), and shall take necessary steps to determine that any such person(s) presenting to pick up a Child in care is authorized by the Parents of the Child and that person matches the identifying information provided by the Parent. It was determined based on a review of records that the provider did not have a completed sign in and out sheet.

**POI (Plan of Improvement)**

The Home will develop, if needed, and implement sign-in and out procedures that include all required information, will inform Parents of the procedures and will monitor to ensure Children are signed in and out as required. The Home will check records and identification and take any additional steps necessary to ensure children are released to authorized persons.

**Correction Deadline: 1/19/2017**

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<b>Facility</b>
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**290-2-3-.11 Physical Plant - Safe Environment(CR)****Met****Comment**

Observation-No Hazards Accessible

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

Home Clean, Free of Hazards

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

Outside Area Clean, Well Maintained

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<b>Health and Hygiene</b>
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**290-2-3-.11 Diapering Areas & Practices(CR)****Not Met****Finding**

290-2-3-.11(1)(g) requires diapers to be changed in the Child's own crib or on a nonporous surface which is cleaned with a disinfectant and dried with a single use disposable towel after each diaper change. It was determined based on observation that the diaper pad was observed to be torn.

**POI (Plan of Improvement)**

To ensure the control of disease transmission, the Home Provider will change diapers in the child's crib or a nonporous surface. The diapering surface will be cleaned and disinfected between use with a single use disposable towel. The provider removed the diaper changing pad during the visit.

**Correction Deadline: 1/19/2017****290-2-3-.11 Medications(CR)****Met****Comment**

The provider stated that no medication was dispensed in the home.

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<b>Licensure</b>
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**290-2-3-.04 Application Requirements(CR)** **Met**

**Comment**

290-2-3-.04(2)(g) - The provider cared for six unrelated children for pay.

**Correction Deadline: 1/19/2017**

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**Safety and Discipline**

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**290-2-3-.11 Animals** **Met**

**Comment**

Appropriate Vaccination Records

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**290-2-3-.11 Discipline(CR)** **Met**

**Comment**

Observed-Discussion/Redirection

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

**Comment**

No transportation.

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**Staff Records**

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**290-2-3-.21 Criminal Records Check(CR)** **Met**

**Comment**

Criminal Records Check complete

**Comment**

No new hires

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**290-2-3-.07 Independent Contractors(CR)** **Met**

**Comment**

No Independent contractors

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**290-2-3-.07 Other Staff Direct Contact with Children(CR)** **Met**

**Comment**

No additional staff

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**290-2-3-.07 Staff Training** **Met**

**Correction Deadline: 6/18/2016**

**Corrected on 1/19/2017**

**.07(4) - The previous citation regarding the annual training was observed to be corrected. The consultant observed ten hours of annual training for 2016 on this date.**

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**290-2-3-.07 Students-in-Training(CR)** **Met**

**Comment**

No Students-in-training

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**290-2-3-.07 Volunteers(CR)** **Met**

**Comment**

No Volunteers

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**Staff:Child Ratios and Supervision**

**Comment**

Observed-Adequate Supervision