



**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: 1/23/2017 **VisitType:** Licensing Study

Arrival: 9:15 AM

Departure: 11:15 AM

FR-000004759

Williams, Bernadette S

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Regional Consultant

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1515 ROBIN HILL DR
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Compliance Zone Designation		
01/23/2017	Licensing Study	Good Standing
08/24/2016	Monitoring Visit	Good Standing
04/20/2016	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)	3	3	0	0	0
1 & 2 Years	2	2	0	0	0
3 & 4 Years	0	0	0	1	0
School Age(5+) Years	0	1	0	1	0
Total Under 13 Years	5	6	0	2	0
Total Under 18 Years	5				

Children Present: 5

Total Children: 8


Caregivers/Helpers Present: 2

Total Caregivers/Helpers: 4

Comments

Plan of Improvement: Developed This Date 01/23/2017

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).

	<p>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. You are encouraged not to wait and to complete the process as soon as possible.</p>
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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.

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.

- 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)

Bernadette Williams, Program Official

Date

Christina Mitchell, Consultant

Date



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Findings Report

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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

Provider placed infants on their backs to sleep in an approved crib.

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

Met

Comment

No Swimming Activities Provided

Children's Records

Records Reviewed: 8

Records with Missing/Incomplete Components: 1

Child # 4

Not Met

"Missing/Incomplete Components"

Parents Names Missing -(08)(1)(a), Mom Home # Missing -(08)(1)(a), Mom Work # Missing -(08)(1)(a), Dad Home # Missing -(08)(1)(a), Dad Work # Missing -(08)(1)(a)

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

Not Met

Finding

290-2-3-.08(1)(a) requires the Home to maintain a file for each Child that includes the Child's name, birth date, Parent's name, Home and business addresses and telephone numbers. It was determined that the provider did not have this information completed for one of five children enrolled.

POI (Plan of Improvement)

The Home Provider will secure the missing information, and to ensure that children's records are completed for future enrollees, the provider will ensure that all required information is included in children's enrollment packets.

Correction Deadline: 1/24/2017

Recited on 1/23/2017

Finding

290-2-3-.08(2)(c) requires that the Family Child Care Learning Home's policies and procedures to include written procedures for:

1. guidance and discipline techniques;
2. handling emergency care;
3. administering medication;
4. notifying Parents of ill or injured Children or exposure to a communicable disease;
5. noticeable adverse reaction to medication; 6. exclusion of sick Children;
7. exclusion of Children with communicable diseases;
8. emergency plans for severe weather, fire and physical plant problems;
9. transportation of Children;
10. identification of others providing care;
11. Parents' ability to visit the Family Child Care Learning Home; 12. daily communication practices with Parents;
13. notification of firearms within home;
14. notification of changes in the composition of the home;
15. notification of any pets or animals;
16. notice of infant sleep position practices; 17. documenting the Child's arrival and departure, to include the date, Child's name, arrival and departure times, and signature or initials of Parent, guardian, or authorized person; these sign in/out records shall be made available to the Department upon request. It was determined that the provider's policies and procedures did not include all of the required information in that the safe sleep practices was not included.

POI (Plan of Improvement)

The Home Provider will add the following missing procedures to the policies and procedures. The provider will add the safe sleep practices to policies.

Correction Deadline: 1/25/2017

290-2-3-.08 Parental Authorization(CR) Met

Comment

Parent Authorizations Obtained/Completed

Facility

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

Food Service

290-2-3-.10 Food Service & Nutrition Met

Correction Deadline: 8/24/2016

Corrected on 1/23/2017

.10(4) - Previous Citation was corrected in that the provider had feeding plans on this date.

Licensure

290-2-3-.04 Application Requirements(CR)

Met

Comment

290-2-3-.04(1)(a) - Provider had four children for pay and one child for no pay on this date.

Correction Deadline: 1/23/2017

Safety and Discipline

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

Met

Comment

Observed-Discussion/Redirection

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

Met

Comment

No transportation.

Staff Records

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

Met

Comment

Criminal Records Check complete

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

Met

Comment

No Independent contractors

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

Met

Comment

No additional staff

290-2-3-.07 Staff Training

Met

Comment

Provider is in the process of completing the Health/Safety orientation training.

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

Met

Comment

No Students-in-training

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

Met

Comment

No Volunteers

Staff:Child Ratios and Supervision

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

Met

Comment

Observed-Direct Supervision/Attention To Needs