



**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:** 2/2/2017      **VisitType:** Licensing Study      **Arrival:** 1:05 PM      **Departure:** 2:55 PM

**FR-0000601597**

**Tichenor, Norma**

280 ROSWELL FARMS ROAD Roswell, GA 30075 Fulton County  
(770) 317-2100 TISH280@AOL.COM

**Regional Consultant**

Shannon Curtis

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**Mailing Address**

280 ROSWELL FARMS ROAD  
ROSWELL, GA 30075

<b>Compliance Zone Designation</b>		
02/02/2017	Licensing Study	Good Standing
08/04/2016	Monitoring Visit	Good Standing
01/07/2016	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)	0	0	0	0	0
1 & 2 Years	3	3	0	1	0
3 & 4 Years	1	3	0	0	0
School Age(5+) Years	0	0	0	2	0
<b>Total Under 13 Years</b>	4	6	0	2	0
<b>Total Under 18 Years</b>	4				

Children Present: 4

Total Children: 9

Caregivers/Helpers Present: 1


Total Caregivers/Helpers: 1

**Comments**

The purpose of this visit is to conduct a licensing study visit and to follow-up to previous visit conducted on August 4, 2016.

Plan of Improvement: Developed This Date 02/02/2017

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><b>Reminder:</b> All employees of child care programs must be fingerprinted before <b>January 1, 2017</b>. For instructions and to submit records check applications online, please visit <a href="http://www.decalkoala.com">www.decalkoala.com</a>. 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.

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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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Norma Tichenor, Program Official

Date

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Shannon Curtis, Consultant

Date



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### Findings Report

**Date:** 2/2/2017    **VisitType:** Licensing Study    **Arrival:** 1:05 PM    **Departure:** 2:55 PM

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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**

Not caring for infants at this time.

**Comment**

Observed-Pleasant Naptime Environment

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

**Met**

**Comment**

No Swimming Activities Provided

### Children's Records

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

**Met**

**Comment**

Parent Authorizations Obtained/Completed

### Facility

**290-2-3-.08 Physical Plant - Safe Environment**

**Met**

**Comment**

Consultant observed a working smoke detector and fire extinguisher on this date.

**Correction Deadline: 3/4/2017**

**Comment**

Consultant observed documentation of monthly fire/tornado drills conducted on this date.

**Correction Deadline: 3/4/2017**

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

**Comment**

Observation-No Hazards Accessible

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

**Comment**

Home Clean, Free of Hazards

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

**Comment**

Outside Area Clean, Well Maintained.  
Home provider currently using the back patio at this time.

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**Food Service**

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

**Comment**

Menu meets the USDA guidelines.

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

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**Health and Hygiene**

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

**Comment**

Per discussion with the family provider the program does not administer medication at this time.

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**Licensure**

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

**Comment**

Consultant observed family provider caring for four unrelated children for pay on this date.

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

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**Policies and Procedures**

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**290-2-3-.11 Posted Notices** **Met**

**Comment**

Consultant observed all posted notices and 2017 License posted on this date.

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

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**Safety and Discipline**

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

**Comment**

No Animals Kept

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

**Comment**

Observed-Positive Learning Environment

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**290-2-3-.11 First Aid Kit** **Met**

**Comment**

Observed Kit Complete

**Comment**

Reminder-Replace/Add Item

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

**Comment**

No transportation.

<b>Staff Records</b>
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**290-2-3-.21 Criminal Records Check(CR)** **Met**

**Comment**

Criminal Records Check complete on this date.

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**290-2-3-.07 First Aid & CPR** **Met**

**Comment**

Consultant observed evidence of First Aid/CPR on this date.

**Correction Deadline: 3/4/2017**

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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** **Not Met**

**Finding**

290-2-3-.07(4) requires the Family Day Care Home to ensure the Provider, on an annual basis, attends ten clock hours of diverse training which is related to care of children and which is offered by an accredited college, university or vocational program or other Department approved source. Records of completion of such training programs shall be maintained in the Family Day Care Home, as required by these rules. It was determined based on review of staff records that the provider had evidence of one hour of required 10 hours of training completed in 2016. The Provider did not meet this requirement on this date.

**POI (Plan of Improvement)**

The Family Day Care Home will ensure the Provider completes ten hours of annual training each year.

**Correction Deadline: 12/31/2017**

**Recited on 2/2/2017**

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**290-2-3-.08 Staff Training** **Met**

**Comment**

Consultant provided information for the new Health and Safety Orientation Training on this date.

Correction Deadline: 2/2/2017

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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

<b>Staff:Child Ratios and Supervision</b>
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**290-2-3-.07 Staff:Child Ratios(CR)** **Met**

**Comment**

Appropriate Ratios Observed

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

**Comment**

Observed-Direct Supervision/Attention To Needs