



**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:** 2/9/2017      **VisitType:** MV POI Follow Up      **Arrival:** 10:00 AM      **Departure:** 11:30 AM

**FR-26325**

**Ruffin, Brenda**

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**Regional Consultant**

Haley Carwile

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**Mailing Address**

Same

<b>Compliance Zone Designation</b>		
02/09/2017	MV POI Follow Up	Good Standing
09/23/2016	Licensing Study	Support
01/20/2016	Monitoring Visit	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)	1	1	0	0	0
1 & 2 Years	0	0	0	0	0
3 & 4 Years	1	1	0	0	0
School Age(5+) Years	0	0	0	0	0
<b>Total Under 13 Years</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Under 18 Years</b>	<b>2</b>				

Children Present: 2

Total Children: 2


Caregivers/Helpers Present: 2

Total Caregivers/Helpers: 2

**Comments**

Plan of Improvement: Developed This Date 02/09/2017

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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Brenda Ruffin, Program Official

Date

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Haley Carwile, Consultant

Date



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### Findings Report

**Date:** 2/9/2017    **VisitType:** MV POI Follow Up    **Arrival:** 10:00 AM    **Departure:** 11:30 AM

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The following information is associated with a MV POI Follow Up:

### Activities and Equipment

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

**Met**

**Correction Deadline: 10/7/2016**

**Corrected on 2/9/2017**

**.19(1)(b)1 - Observed new two inch mats on this date.**

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

**Met**

**Comment**

No Swimming Activities Provided

### Children's Records

**Records Reviewed: 2**

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

Child # 2

Not Met

"Missing/Incomplete Components"

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

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

**Not Met**

**Correction Deadline: 9/23/2016**

**Corrected on 2/9/2017**

**.08(1) - Observed files for the two children enrolled on this date.**

**Correction Deadline: 10/7/2016**

**Corrected on 2/9/2017**

**.08(1)(a) - Observed files for the two children enrolled on this date.**

**Correction Deadline: 9/8/2015**

Corrected on 2/9/2017  
.08(1)(b) - Observed corrected.  
Correction Deadline: 10/7/2016

Corrected on 2/9/2017  
.08(1)(b) - Observed corrected.

**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 consultant observation that the Home did not have such evidence for one of two enrolled Children.

**POI (Plan of Improvement)**

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

Correction Deadline: 2/23/2017

Recited on 2/9/2017

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**290-2-3-.11 Children's Records**

**Not Met**

**Finding**

290-2-3-.11(1)(b) requires the family day care 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 consultant's review of children's files that one of two enrolled children did not have evidence of an immunization record. The child had been enrolled for more than 30 days.

**POI (Plan of Improvement)**

The home provider will ensure that an immunization record/signed affidavit is on file for each enrolled child.

Correction Deadline: 2/23/2017

Recited on 2/9/2017

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

**Met**

Correction Deadline: 9/23/2016

Corrected on 2/9/2017  
.08(1)(d) - Observed corrected on this date.

**Facility**

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

**Met**

Correction Deadline: 10/7/2016

Corrected on 2/9/2017  
.11(2)(h) - Observed the smoke detector to be working on this date.

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

**Met**

Correction Deadline: 10/7/2016

Corrected on 2/9/2017  
.13(1) - Observed no hazards in the bathroom on this date.

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**290-2-3-.13 Playgrounds(CR)****Not Met****Finding**

290-2-3-.13(2)(a) requires that outdoor play areas be kept clean and free of hazards such as exposed sharp corners of concrete or equipment, rust and splinters on equipment, broken glass, open drainage ditches, holes and stagnant water. It was determined based on a consultant's observation that the following hazards were observed on the playground:

- Mildew on the concrete section of the outdoor play area
- A rusted fire barrel
- Sticks and limbs throughout the outdoor play area posing a possible tripping hazard
- An open ladder sitting in the corner of the grassy area
- A leaf blower and shop vac were observed under awning of the play area
- The AC unit on the grassy play area did not have a barrier as required and accessible to children

**POI (Plan of Improvement)**

To ensure the health and safety of children, the home provider will ensure the playground is clean and checked daily for hazards.

**Correction Deadline: 2/23/2017****Recited on 2/9/2017****Correction Deadline: 2/3/2016****Corrected on 2/9/2017****.13(2)(c) - Observed corrected.**

<b>Food Service</b>
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**290-2-3-.10 Food Service & Nutrition****Met****Correction Deadline: 9/23/2016****Corrected on 2/9/2017****.10(4) - Observed a feeding plan for the one infant enrolled.**

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

290-2-3-.04(1)(a) - Observed two children present for pay on this date.

**Correction Deadline: 2/9/2017**

<b>Policies and Procedures</b>
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**290-2-3-.11 Posted Notices****Not Met****Finding**

290-2-3-.11(2)(b)1-6 requires that the following emergency numbers be conspicuously posted next to the telephone: 1) physician or hospital; 2) county health department; 3) regional poison control center; and 4) all emergency numbers or numbers of local ambulance service, fire and police departments. The family day care home did not have the following emergency numbers posted: It was determined based on consultant observation that none of the required posted notices were posted as required. Provider had the emergency numbers in a notebook on this date.

**POI (Plan of Improvement)**

The home provider will post a complete listing of emergency numbers.

**Correction Deadline: 2/10/2017**

**Recited on 2/9/2017**

<b>Safety and Discipline</b>
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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)**

**N/A**

**Comment**

No transportation.

<b>Staff Records</b>
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**290-2-3-.08 Criminal Records Check(CR)**

**Met**

**Correction Deadline: 9/23/2016**

**Corrected on 2/9/2017**

**.08(5) - Observed a finger print clearance letter for the provider and another adult living in the home on this date.**

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

**Met**

**Correction Deadline: 9/23/2016**

**Corrected on 2/9/2017**

**.21(1)(c) - Observed finger print letters for all required on this date.**

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

**Not Met**

**Finding**

290-2-3-.07(5) requires the Home to maintain for the Provider and for any Employee with direct care responsibilities current evidence of successful completion of a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid which have been offered by certified or licensed health care professionals and which dealt with emergency care for infants and children. The Provider shall attend 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 annually. Records of completion of such training programs shall be maintained in the Home by the Provider, as required by these rules. The annual ten clock hours of training shall be chosen from the following fields: (a) Child Development: including discipline, guidance, nutrition, injury control and safety; (b) Health: including sanitation, disease control, cleanliness, detection and disposition of illness; (c) Child Abuse and Neglect: including identification and reporting, and meeting the needs of abused and/or neglected children; and (d) Business Related Topics: including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two of the required ten clock hours of training. It was determined [ ]

**POI (Plan of Improvement)**

The Home will obtain the required CPR, first aid and annual training and will keep certificates, cards, or other proof of training on file. The Home will submit proof of training to the Department, if requested.

**Correction Deadline: 3/11/2017**

**Recited on 2/9/2017**

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**290-2-3-.07 Independent Contractors(CR)** **N/A**

**Comment**

No Independent contractors

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

**Comment**

Other direct contact staff- Satisfactory records check

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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 consultant's review of staff files that the provider only completed four hours of annual training in 2016.

**POI (Plan of Improvement)**

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

**Correction Deadline: 2/10/2017**

**Recited on 2/9/2017**

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**290-2-3-.08 Staff Training** **Not Met**

**Finding**

290-2-3-.08(6) requires that verification of training include the following: 1) title of training, 2) date of training, 3) number of clock hours obtained and 4) name(s) of trainers/sponsoring organizations. It was determined based on consultant observation that the provider did not have any evidence of annual training to be complete for 2016 as required.

**POI (Plan of Improvement)**

The home provider will ensure that complete training information is on file.

**Correction Deadline: 2/10/2017**

**Recited on 2/9/2017**

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**290-2-3-.07 Students-in-Training(CR)** **N/A**

**Comment**

No Students-in-training

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**290-2-3-.07 Volunteers(CR)** **N/A**

**Comment**

No Volunteers

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**Staff:Child Ratios and Supervision**

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

**Comment**

Observed-Adequate Supervision