



**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:** 3/16/2017    **VisitType:** Monitoring Visit    **Arrival:** 10:00 AM    **Departure:** 12:30 PM

**FR-0000170023**

**Cooper, Thelma**

598 Blount Chapel Road Louisville, GA 30434 Burke County  
(478) 206-2872 thelcooper55@gmail.com

**Regional Consultant**

Melyn Smith

Phone: (706) 855-3455  
Fax: (706) 434-7640  
melyn.smith@dec.al.ga.gov

**Mailing Address**

PO Box 4435  
Louisville, GA 30434

<b>Compliance Zone Designation</b>		
03/16/2017	Monitoring Visit	Good Standing
11/29/2016	Licensing Study	Good Standing
05/02/2016	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)	0	0	0	0	0
1 & 2 Years	0	2	0	0	0
3 & 4 Years	0	0	0	1	0
School Age(5+) Years	0	2	0	4	1
<b>Total Under 13 Years</b>	0	4	0	4	0
<b>Total Under 18 Years</b>	0				

Children Present: 0

Total Children: 10

Caregivers/Helpers Present: 3


Total Caregivers/Helpers: 3

**Comments**

A one-day letter was left on this date.

Plan of Improvement: Developed This Date 03/16/2017

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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Thelma Cooper, Program Official

Date

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Melyn Smith, Consultant

Date



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### Findings Report

**Date:** 3/16/2017    **VisitType:** Monitoring Visit    **Arrival:** 10:00 AM    **Departure:** 12:30 PM

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

**Comment**

No children present

**Comment**

Not caring for infants

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

**Comment**

Reminder-Keep Hazards Inaccessible when children are present

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

**Comment**

Please ensure to move all items that may pose a risk to children.

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

Outside Area Clean, Well Maintained

**Licensure**

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

290-2-3-.04(1)(d) - The provider and two helpers cared for no children on the day of the visit.

**Correction Deadline: 3/16/2017****Safety and Discipline**

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

No children present. The provider stated that discussion and time-out are used.

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

No transportation.

**Staff Records**

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**290-2-3-.21 Criminal Records Check(CR)****Not Met****Finding**

290-2-3-.21(1)(e) requires every Employee hired before January 1, 2014 must have either a satisfactory Preliminary Records Check Determination or a satisfactory Fingerprint Records Check Determination on file. If the Employee has only a satisfactory Preliminary Records Check, the Employee must obtain a Fingerprint Records Check Determination before January 1, 2017. It was determined, based on review of records, that one employee hired before January 1, 2014 did not have evidence of a satisfactory Fingerprint Records Check Determination on file. It was further determined that a preliminary Satisfactory Records Check was on file for the employee.

**POI (Plan of Improvement)**

The Home Provider will ensure that every employee has a Satisfactory Determination as required by the Rules.

**Correction Deadline: 3/17/2017**

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

290-2-3-.07(5) - Please ensure all staff providing direct care to children have current training in CPR and First Aid.

**Correction Deadline: 4/15/2017**

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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**

**Technical Assistance**

**Technical Assistance**

290-2-3-.07(4) - Please ensure all staff have completed the mandatory Health and Safety Orientation Training.

**Correction Deadline: 4/15/2017**

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

**Met**

**Correction Deadline: 11/29/2016**

**Corrected on 3/16/2017**

**.08(6) - Previous citation corrected, based on review of records, in that verification of training meeting the annual requirements for 2016 was observed for the provider 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

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

**Met**

**Comment**

No children present