



**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:** 7/19/2017    **VisitType:** Licensing Study    **Arrival:** 8:30 AM    **Departure:** 10:05 AM

**FR-28238**

**Morman, Barbara M**

128 ARBOR RIDGE WAY Midway, GA 31320 Liberty County  
(912) 880-2113 barbara.m.morman@hotmail.com

**Regional Consultant**

Brandon Cason

Phone: (877) 372-3909  
Fax: (877) 375-7034  
carrie.spangler@dec.al.ga.gov

**Mailing Address**

128 ARBOR RIDGE WAY  
MIDWAY, GA 31320

<b>Compliance Zone Designation</b>		
07/19/2017	Licensing Study	Good Standing
01/05/2017	Monitoring Visit	Good Standing
07/20/2016	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)	0	0	0	0	0
1 & 2 Years	0	0	0	0	0
3 & 4 Years	0	0	0	0	0
School Age(5+) Years	0	0	0	0	0
<b>Total Under 13 Years</b>	0	0	0	0	0
<b>Total Under 18 Years</b>	0				

Children Present: 0

Total Children: 0

Caregivers/Helpers Present: 1

Total Caregivers/Helpers: 1

**Comments**

This was the first visit of the fiscal year. The provider stated that she will have one child during the school year for after school care.

Plan of Improvement: Developed This Date 07/19/2017

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.



**Sign up Today!**

[www.qualityrated.decal.ga.gov](http://www.qualityrated.decal.ga.gov)

Any Licensed Program Eligible to Participate

**Free** Approved Training

**Free** Technical Assistance

Eligible for \$1,000 Materials Mini Grant

1, 2, 3 Star Rated Programs Receive Bonus Packages

Great Marketing Tool

Raises the Bar in Child Care

For More Information:

Email: [QualityRated@decal.ga.gov](mailto:QualityRated@decal.ga.gov) or Call: 855-800-7747

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](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.

---

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)

---

Barbara Morman, Program Official

Date

---

Brandon Cason, Consultant

Date



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

### Findings Report

**Date:** 7/19/2017    **VisitType:** Licensing Study    **Arrival:** 8:30 AM    **Departure:** 10:05 AM

**FR-28238**

**Morman, Barbara M**

128 ARBOR RIDGE WAY Midway, GA 31320 Liberty County  
(912) 880-2113 barbara.m.morman@hotmail.com

**Mailing Address**

128 ARBOR RIDGE WAY  
MIDWAY, GA 31320

**Regional Consultant**

Brandon Cason

Phone: (877) 372-3909

Fax: (877) 375-7034

carrie.spangler@dec.al.gov

The following information is associated with a Licensing Study:

### Activities and Equipment

**290-2-3-.12 Equipment and Supplies(CR)**

**Met**

**Comment**

Observed-Variety Of Equipment

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

**Met**

**Comment**

Not caring for infants

**Comment**

The consultant and provider discussed sanitizing and disinfecting of the mats/cots that the children rest on during rest time.

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

**N/A**

**Comment**

No Swimming Activities Provided

### Children's Records

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

**Not Met**

**Finding**

290-2-3-.08(1) requires the Home to have a current and updated record for each Child in care and for a period of one (1) year after each Child leaves. Such records shall include: identifying information (Child's name, birth date, Parent's name, home and business addresses, telephone numbers); name, address and telephone number of persons, including Child's physician, to contact in emergencies; and name, address, telephone numbers, relationship to Child and to Parent(s) and other identifying information of person(s) to whom the Child may be released. It was determined on this date based upon the consultant's observation that the following information was missing from the children's records:

\*In two of four records two of two parents employer, work phone number and work address was missing.

**POI (Plan of Improvement)**

The Home Provider will obtain the missing information and maintain the Children's records as required.

**Correction Deadline: 7/19/2017**

**Technical Assistance**

The consultant and provider discussed that this rule requires that the Parent or person(s) authorized by the Parent or guardian to drop off and pick up the Child document each time the Parent or authorized person drops off and picks up the Child. The documentation shall include at least the following information: the date , the Child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person and shall be made available to the Department in printed or written form upon request. The consultant observed three of four children signed in on this date.

**Correction Deadline: 7/19/2017**

---

**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**

Reminder-Keep Hazards Inaccessible

---

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

**Comment**

Home Clean, Free of Hazards

---

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

**Comment**

The provider indicated that the children play on the left side of the home and the outside area was clean and well maintained.

**Health and Hygiene**

---

**290-2-3-.11 Children's Health and Hygiene(CR) Met**

**Comment**

Staff Stated Proper Knowledge of hand washing procedures.

---

**290-2-3-.11 Diapering Areas & Practices(CR) N/A**

**Comment**

No Diapered Children Enrolled

---

**290-2-3-.11 Medications(CR) N/A**

**Comment**

The provider stated that as of this date that no medication was being dispensed.

**Correction Deadline: 7/19/2017**

**Licensure**

---

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

**Comment**

Registration requirements met on this date. The provider was caring for four children.

Correction Deadline: 7/19/2017

<b>Safety and Discipline</b>
------------------------------

---

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

N/A

**Comment**

No Animals Kept

---

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

Met

**Comment**

Observed-Discussion/Redirection

---

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

Not Met

**Finding**

290-2-3-.11(1)(e) requires the Home and any vehicle used for transportation Children to have a first aid kit which at least contains: scissors, tweezers, gauze pads, thermometer, adhesive tape, band-aids, insect - sting preparation, antiseptic cleaning solution, antibacterial ointment, bandages, disposable rubber gloves, protective eyewear, facemask, and cold pack. The first aid kit, together with a first aid instruction manual which must be kept with the kit at all times, shall be stored in a central location so that it is not accessible to Children but is easily accessible to the Provider and Staff. The Home must also maintain written directions for the use of universal precautions for handling blood and bodily fluids. The directions on the use of universal precautions must be kept with the first aid kit at all times. It was determined on this date based upon the consultant's observation that the following items were missing from the first aid kit:

- \*Insect-sting preparation
- \*Antibacterial ointment
- \*Protective eyewear

**POI (Plan of Improvement)**

The Home will replace the missing items in the first aid kit, keep the instruction manual and written universal precautions with the kit and will check the kit regularly. The Home will store the kit where children will not have access to it.

Correction Deadline: 7/29/2017

---

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

N/A

**Comment**

No Routine Transportation Provided

<b>Staff Records</b>
----------------------

---

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

Met

**Comment**

Criminal Records Check complete. The provider stated that a family member is planning on residing in the home at the end of 2017. The consultant and provider discussed the livescan procedures and that the family member can't reside in the home while children are present until a satisfactory determination is on file.

---

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

N/A

**Comment**

No additional staff

---

**290-2-3-.07 Staff Qualifications(CR)****Met****Comment**

The consultant and provider discussed that this rule prohibits the Provider, Employees and Provisional Employees from committing any criminal act, as defined under Georgia law, in the presence of any child enrolled in the Home and requires compliance with all applicable laws and regulations.

**Correction Deadline: 7/19/2017**

---

**290-2-3-.07 Staff Training****Not Met****Finding**

290-2-3-.07(4) requires the Provider, Employees and Provisional Employees with direct care responsibilities to complete health and safety training at the time of employment. Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the training within the first 90 days of employment. The training must address the following health and safety topics: prevention and control of infectious diseases; prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome and abusive head trauma; emergency preparedness and response planning for emergencies resulting from a natural disaster, or threatening event such as violence at the facility; handling and storage of hazardous materials and the appropriate disposal of bio contaminants; and precautions in transporting children (if applicable).

It was determined on this date based upon the consultant's observation that the provider did not complete the health and safety training as required.

**POI (Plan of Improvement)**

The Provider will complete the required training and will ensure any Employees complete the training.

**Correction Deadline: 8/18/2017**

<b>Staff:Child Ratios and Supervision</b>
---

---

**290-2-3-.07 Staff:Child Ratios(CR)****Met****Comment**

Appropriate Ratios Observed

---

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

Observed-Adequate Supervision