



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: 8/3/2020 **VisitType:** Monitoring Visit **Arrival:** 2:00 PM **Departure:** 4:00 PM

FR-39366

Henley, Cheryl D

3761 Quail Hollow Trail Snellville, GA 30039 Gwinnett County
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Regional Consultant

Dianne Clarke

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Mailing Address

Same

Quality Rated: No

Compliance Zone Designation			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.
08/03/2020	Monitoring Visit	Good Standing	
01/15/2020	Licensing Study	Good Standing	
08/15/2019	Monitoring Visit	Good Standing	

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	1	1	0	0	0
3 & 4 Years	4	4	0	0	0
School Age(5+) Years	0	0	0	0	0
Total Under 13 Years	5	5	0	0	0
Total Under 18 Years	5				

Children Present: 5

Total Children: 5

Caregivers/Helpers Present: 2

Total Caregivers/Helpers: 1

Comments

A virtual inspection was conducted on August 3, 2020 with the Provider. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on July 16, 2020 was reviewed during the virtual inspection.

One day letter left on this date.

Reminder: There is a capacity limitation of five (5) children due to county rules and regulations.

Plan of Improvement: Developed This Date 08/03/2020

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).



Please refer to the website, <http://www.decal.ga.gov/CCS/RulesAndRegulations.aspx>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

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)



Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

Get started today! Sign up by completing a short online application: <https://qualityrated.decal.ga.gov/>
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@decal.ga.gov

Cheryl Dotson-McClain, Program Official

Date

Dianne Clarke, Consultant

Date



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Findings Report

Date: 8/3/2020 **VisitType:** Monitoring Visit **Arrival:** 2:00 PM **Departure:** 4:00 PM

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Toys and equipment observed to be clean and safe from hazardous conditions.

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

Technical Assistance

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Pleasant naptime environment observed.

Technical Assistance

290-2-3-.19(1)b)3 - Discussed regarding ensuring that all children have sheets on their mats during naptime daily. The provider has sheets for all five children.

Correction Deadline: 8/3/2020

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. There is no pool on the property.

Children's Records

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

Met

Correction Deadline: 1/16/2020

Corrected on 8/3/2020

.08(1) - The previous citation was observed to be corrected in that the information was observed to be completed. Discussed regarding ensuring that all information is completed for all children enrolled including phone numbers.

Correction Deadline: 1/15/2020

Corrected on 8/3/2020

.08(12) - The previous citation was observed to be corrected in that the child was no longer present at the facility.

Correction Deadline: 1/17/2020

Corrected on 8/3/2020

.08(2) - The previous citation was observed to be corrected in that the children had current evidence of immunization records.

Facility

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

Met

Correction Deadline: 1/25/2020

Corrected on 8/3/2020

.11(2)(a) - The previous citation was observed to be corrected in that the emergency plans were observed. The consultant also emailed a copy of the updated emergency plan template to the provider.

Correction Deadline: 2/14/2020

Corrected on 8/3/2020

.11(2)(c) - The previous citation was observed to be corrected in that the fire drills were observed to be completed through July 2020.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. The Home appears clean and free from hazards.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. The outside area appears clean and well maintained.

Health and Hygiene

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Provider on this date

290-2-3-.11 Diapering Areas & Practices(CR)

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Provider on this date.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Per the provider no medication is currently dispensed.

Licensure

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

Met

Correction Deadline: 1/15/2020

Corrected on 8/3/2020

.04(2)(f) - The previous citation was observed to be corrected in that there were five children present on this date.

Safety and Discipline

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Provider on this date.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. The provider does not provide routine transportation.

Staff Records

290-2-3-.21 Criminal Records and Comprehensive Background Checks(CR)

Not Met

Finding

290-2-3-.21(1)(a) requires the Home to ensure that the Provider, every actual and potential Employee(including residents age 17 and older) and Provisional Employee of the Family Child Care Learning Home has submitted both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a virtual visit observation and documentation that a residence who is 17 years of age did not have evidence of having completed the fingerprint process.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Home will have the resident complete a fingerprint application prior to returning to the residence to ensure that every actual and potential Provider, Employee and Provisional Employee of a Family Child Care Learning Home submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The provider must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Home will review the video units regarding the background check process and ensure that all residents and helpers complete the process prior to being present to ensure the CRC rules are maintained. The provider stated that they will have the resident complete the fingerprint process on August 4, 2020.

Correction Deadline: 8/3/2020

Finding

290-2-3-.21(1)(c) requires every Employee to have a current and valid satisfactory Comprehensive Records Check Determination on file prior to being present at the Home while any child is present for care or before residing in the Home if age 17 or older. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a virtual visit and documentation that a resident who turned 17 in December 2019, was observed to be present at the residence without a satisfactory comprehensive records check determination on file.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Home will ensure that the residence completes a satisfactory records check determination before being present at the residence to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Home while any child is present for care or before an individual age 17 or older resides in the Home. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The provider must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Home will review the video units regarding the background check process prior to a resident being present to ensure the CRC rules are maintained. The provider stated that they will have the resident complete their fingerprint on August 4, 2020.

Correction Deadline: 8/3/2020

Technical Assistance

290-2-3-.21(1)(m)3. - Discussed regarding ensuring that renewal is completed for new fingerprints prior to expiration date.

Correction Deadline: 8/3/2020

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

290-2-3-.07(27) - A Virtual Visit was conducted due to the COVID-19 pandemic. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on July 16, 2020.

Correction Deadline: 8/3/2020

290-2-3-.07 Staff Training**Met**

Correction Deadline: 2/14/2020

Corrected on 8/3/2020

.07(9) - The previous citation was observed to be corrected in that training was observed to be completed for 2020. Discussed regarding ensuring to pay close attention to correction deadlines when cited.

Staff:Child Ratios and Supervision

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Appropriate ratios were observed on this date. There were five children present and one adult.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Adequate supervision observed on this date.