



**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:** 10/1/2018    **VisitType:** Initial Licensing Study    **Arrival:** 9:45 AM    **Departure:** 12:25 PM

**FR-49721**

**McGlashan, Tracy A**

11190 Hembree Springs Drive Roswell, GA 30076 Fulton County  
(678) 463-9600 tmcglashan@charter.net

**Regional Consultant**

Neli Todorova

Phone: (770) 359-5167

Fax: (678) 891-5630

neli.todorova@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
10/01/2018	Initial 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: 4

Total Caregivers/Helpers: 3

**Comments**

The Family Child Care Learning Home was granted Permission to Operate this date. No children 13 years of age or younger, were present or enrolled on the date of the visit. Per Zoning, the capacity of the Family Child Care Learning Home is limited to a maximum of six (6) children non-residents of the home.

Plan of Improvement: Developed This Date 10/01/2018

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

You have received permission to operate and the form received with this report is intended to serve as a temporary license which is **valid for thirty(30) days**. Your actual license/ will be emailed to you upon receipt of the licensing fee. You may pay the licensing fee either online at <http://www.decal.ga.gov/> or by certified check or money order mailed to: Bright from the Start, 2 Martin Luther King Jr. Drive SE, Suite 670 East Tower, Atlanta, GA 30334

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)



**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](mailto:qualityrated@decal.ga.gov)

Tracy McGlashan, Program Official

Date

Neli Todorova, Consultant

Date



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### Findings Report

**Date:** 10/1/2018 **VisitType:** Initial Licensing Study **Arrival:** 9:45 AM **Departure:** 12:25 PM

**FR-49721**

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The following information is associated with a Initial Licensing Study:

### Activities and Equipment

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

Met

**Comment**

A variety of equipment and toys were observed.

**Comment**

Equipment and furniture observed to be properly secured, as applicable.

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

Met

**Comment**

Currently there are no children enrolled in the program. The provider stated that the parents will be providing the Pack and Play if infants are enrolled. SIDS rules were discussed with the provider prior to the visit and on this date. The provider has the appropriate number of mats, sheets and covers available.

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

Met

**Comment**

On this date, the Provider stated that the program will not participate in Swimming activities. Consultant discussed Swimming requirements with the Provider, prior to the visit and on this date. Consultant also stated to the Provider that prior to participating in Swimming activities, in water two (2) feet in depth or greater, the Home is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review Swimming Rules.

**Comment**

There is no pool on the property

### Facility

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

Met

**Comment**

Please be mindful to keep items that pose a hazard inaccessible to children.

**Comment**

The provider reported no firearms in the home.

**Comment**

An operable and appropriately sized fire extinguisher was observed in the home this date.

**Comment**

Operable smoke detector were observed as required in the home this date.

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

**Met**

**Comment**

The Home appears clean and free from hazards.

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

**Not Met**

**Comment**

The outside area appears clean and well maintained.

**Finding**

290-2-3-.13(2)(d) requires that outside play areas be protected from traffic or other hazards by fencing or other barriers at least four feet in height and approved by the Department. Fencing material shall not present a hazard to children. A fence shall be provided around swimming pools to make them inaccessible when not in use. It was determined based on consultant's observation that the fence on the left side of the playground measured at approximately three feet and three inches, when at least four feet is required.

**POI (Plan of Improvement)**

The Home will install an extension on the fence so that the height is at least four feet all the way around.

**Correction Deadline: 12/3/2018**

**Comment**

There is no pool on the property

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**Food Service**

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

**Met**

**Comment**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk  
5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk  
2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

**Comment**

The home will provide snacks only, parents will be responsible for breakfast and lunch.

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**Health and Hygiene**

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

There were no children enrolled on this date. Proper hand washing of children and staff was discussed with the provider on this date.

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

There were no children enrolled on this date. Consultant discussed Diapering requirements with the Provider, prior to the visit and on this date. Additionally, Consultant observed proper diapering facilities; non - porous surface and sink with warm running water.

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

No children were enrolled in the program on this date. Consultant observed Department - approved medication authorization forms that the Home will use as required. Discussed proper medication documentation and procedures.

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

Application requirements reviewed with the Provider on this date. Per Zoning, the capacity of the Family Child Care Learning Home is limited to a maximum of six (6) children at any time; regardless of relationship or pay status.

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<b>Safety and Discipline</b>
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**290-2-3-.11 Animals****Met****Comment**

Appropriate vaccination records for three dogs were available on this date.

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

Currently there are no children enrolled in the program. Consultant discussed discipline with the provider prior to the visit and on this date.

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

Complete first aid kit observed in the Family Child Care Learning Home

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

No children were enrolled in the program on this date. The Provider stated that the program will not provide Transportation and/or Field Trips. Prior to the visit and on this date, Consultant discussed all Transportation and Field Trip requirements with the Provider, regarding two (2) hour Transportation Training, CPR - First - Aid, proper Transportation/Field Trip documentation, vehicle and safety restraint requirements, regulations regarding walking field trips, checklists, name tags and parental permission forms.

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<b>Staff Records</b>
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**290-2-3-.07 First Aid & CPR****Met****Comment**

Evidence observed that the provider and the helper were certified in First Aid and CPR.

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

Consultant observed Satisfactory Criminal Background check determination for the Provider and three residents at the home.

**Comment**

Staff observed to be compliant with applicable laws and regulations.

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

Approved Variance/Waiver on file. Provider has six months to enroll and 12c months to obtain credentials.

**Correction Deadline: 10/1/2018**

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

Currently there are no children enrolled in the program. Appropriate ratios were discussed with the provider prior to the visit and on this date.

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

Currently there are no children enrolled in the program. Supervision discussed prior to the visit and on this date.