



**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:** 10/9/2018    **VisitType:** Licensing Study    **Arrival:** 9:00 AM    **Departure:** 10:30 AM

**FR-39421**

**Valencia, Karen**

4245 Old Norcross Road Duluth, GA 30096 Gwinnett County  
(404) 578-8805 karensofiaortiz@hotmail.com

**Regional Consultant**

LaQuita Clark

Phone: (706) 497-1536  
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**Mailing Address**  
Same

**Quality Rated:** ★ ★ ★

<b>Compliance Zone Designation</b>		
10/09/2018	Licensing Study	Good Standing
03/08/2018	Licensing Study	Good Standing
08/31/2017	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)	2	2	0	0	0
1 & 2 Years	2	1	0	0	1
3 & 4 Years	1	1	0	0	0
School Age(5+) Years	0	0	0	0	1
<b>Total Under 13 Years</b>	5	4	0	0	2
<b>Total Under 18 Years</b>	5				

Children Present: 5

Total Children: 6

Caregivers/Helpers Present: 2

Total Caregivers/Helpers: 4

**Comments**

The purpose of this visit was to conduct a licensing study.

Plan of Improvement: Developed This Date 10/09/2018

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

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)

Karen Valencia, Program Official

Date

LaQuita Clark, Consultant

Date



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### Findings Report

**Date:** 10/9/2018 **VisitType:** Licensing Study **Arrival:** 9:00 AM **Departure:** 10:30 AM

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The following information is associated with a Licensing Study:

### Activities and Equipment

**290-2-3-.09 Activities**

**Met**

**Comment**

A variety of developmentally appropriate activities were observed to be provided.

**Correction Deadline: 10/9/2018**

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

**Met**

**Comment**

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

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

**Met**

**Comment**

A safety approved crib and cots were observed.

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

**Met**

**Comment**

There is no pool on the property

### Children's Records

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

**Technical Assistance**

**Technical Assistance**

Please ensure immunization records are current. One immunization on file had a recent expiration date.

**Comment**

Records were observed to be complete and well organized.

## Facility

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

Met

Correction Deadline: 3/8/2018

Corrected on 10/9/2018

.11(2)(f) - Previous citation has been corrected in that no hazards were observed to be accessible to children on this date.

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

Met

Correction Deadline: 3/9/2018

Corrected on 10/9/2018

.13(1) - Previous citation has been corrected in that the home was observed to be clean and free of hazards.

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

Technical Assistance

#### Technical Assistance

290-2-3-.13(2) - The consultant discussed with the provider to please ensure the ladder present on the playground is removed prior to playground use. Also, please ensure the gate containing construction materials is kept closed and locked at all times.

## Health and Hygiene

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

Met

#### Comment

Staff were observed to remind children to wash hands.

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

Met

#### Comment

Proper diapering procedures observed.

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

Met

#### Comment

The provider stated medication is not administered or dispensed in the home.

## Licensure

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

Met

#### Comment

Appropriate number of children observed in Family Child Care Learning Home this date. The provider was observed to care for four unrelated children for compensation and one related child for no compensation on this date.

## Safety and Discipline

### 290-2-3-.11 Animals

Met

#### Comment

The Family Child Care Learning Home does not keep animals on premises.

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

**Comment**

Pleasant interactions observed between the provider and children in care.

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

**Comment**

Please replace expired antibiotic ointment from first aid kit.

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

**Comment**

The provider does not provide routine transportation.

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<b>Staff Records</b>
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**290-2-3-.21 Criminal Records and Comprehensive Background Checks(CR)** **Met**

**Comment**

Criminal records checks were observed to be complete. Comprehensive background checks were observed on file for the provider, resident and helper on this date.

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

**Comment**

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

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

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

**Comment**

Annual training requirement and documentation observed.

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

**Comment**

Appropriate ratios were observed on this date.

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

**Comment**

Adequate supervision observed on this date.