



**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:** 10/26/2017 **VisitType:** Licensing Study

**Arrival:** 9:40 AM

**Departure:** 10:50 AM

**FR-00004424**

**Curtis, Melissa E**

1165 WYNNBROOK ROAD Marietta, GA 30008 Cobb County  
(678) 324-1709 melissacurtis4@yahoo.com

**Regional Consultant**

Courtney Moody

Phone: (800) 796-7861

Fax: (800) 798-6764

courtney.moody@decals.ga.gov

**Mailing Address**

1165 WYNNBROOK ROAD  
MARIETTA, GA 30008

<b>Compliance Zone Designation</b>		
10/26/2017	Licensing Study	Good Standing
02/27/2017	Monitoring Visit	Good Standing
10/13/2016	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 the 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	2	3	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>	2	3	0	0	0
<b>Total Under 18 Years</b>	2				

Children Present: 2

Total Children: 3


Caregivers/Helpers Present: 1

Total Caregivers/Helpers: 2

**Comments**

Plan of Improvement: Developed This Date 10/26/2017

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>
---	--



**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)

---

Melissa Curtis, Program Official

Date

---

Courtney Moody, 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: 10/26/2017 VisitType: Licensing Study

Arrival: 9:40 AM

Departure: 10:50 AM

FR-000004424

Curtis, Melissa E

1165 WYNNBROOK ROAD Marietta, GA 30008 Cobb County  
(678) 324-1709 melissacurtis4@yahoo.com

**Mailing Address**

1165 WYNNBROOK ROAD  
MARIETTA, GA 30008

**Regional Consultant**

Courtney Moody

Phone: (800) 796-7861

Fax: (800) 798-6764

courtney.moody@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**

Observed-Pleasant Naptime Environment

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

Met

**Comment**

No Swimming Activities Provided

### Children's Records

**Records Reviewed: 3**

**Records with Missing/Incomplete Components: 3**

Child # 1

Not Met

"Missing/Incomplete Components"

Proof of No Liability Insurance Form

Child # 2

Not Met

"Missing/Incomplete Components"

Proof of No Liability Insurance Form

Child # 3

Not Met

"Missing/Incomplete Components"

Proof of No Liability Insurance Form

---

**290-2-3-.08 Children's Records****Not Met****Finding**

290-2-3-.08(11) requires that if the Home is not covered by liability insurance sufficient to protect its clients, the Home must notify the Parent of each Child under the care of the program in writing. Each Parent must acknowledge receipt of such notice, and a copy of the acknowledgement shall be kept in the Child's file. It was determined based on review of records that three enrolled children did not have evidence to show that parent's signed the no liability form for each child.

**POI (Plan of Improvement)**

The Home Provider will obtain and maintain documentation.

**Correction Deadline: 10/26/2017**

---

**Facility**

---

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

Observation-No Hazards Accessible

---

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

Home Clean, Free of Hazards

---

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

Outside Area Clean, Well Maintained

---

**Health and Hygiene**

---

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

Staff Stated Proper Knowledge

---

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

290-2-3-.11(1)(f) - Please ensure to repair the minor tears in the diaper changing pad and monitor for future repairs.

---

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

Per provider, the Home does not dispense medication.

---

**Licensure**

---

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

Appropriate number of children

---

**Safety and Discipline**

---

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

**Comment**

Pleasant Interactions Observed

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

**Technical Assistance**

**Technical Assistance**

290-2-3-.11(1)(e) - Reminder-Replace/Add goggles

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

**N/A**

**Comment**

No Routine Transportation Provided

**Staff Records**

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

**Met**

**Comment**

Consultant requested to review criminal background checks for all employees. All employees were observed to have satisfactory clearance letters on this date.

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

**Met**

**Comment**

Staff qualifications/compliance with law

**Staff:Child Ratios and Supervision**

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

**Met**

**Comment**

Appropriate Ratios Observed

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

**Met**

**Comment**

Observed-Direct Supervision/Attention To Needs