



**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: 10/29/2020 **VisitType:** Licensing Study

Arrival: 10:00 AM

Departure: 10:45 AM

FR-16629

Buchanan, Mildred M

3039 B DALE COURT Snellville, GA 30078 Gwinnett County
(678) 395-3352 millie_b@comcast.net

Regional Consultant

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@decals.ga.gov

Mailing Address

3039 B DALE COURT
SNELLVILLE, GA 30078

Quality Rated:

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.
10/29/2020	Licensing Study	Good Standing	
11/25/2019	Licensing Study	Good Standing	
05/13/2019	Monitoring Visit	Good Standing	

Ratios/License Capacity

Age Ranges	Children Present	Child For Pay	CAPS	Not for Pay	Provider Children
Infant (0-11 mos)	1	1	0	0	0
1 & 2 Years	0	1	0	0	0
3 & 4 Years	1	2	0	0	0
School Age(5+) Years	2	2	0	0	0
Total Under 13 Years	4	6	0	0	0
Total Under 18 Years	4				

Children Present: 4

Total Children: 6

Caregivers/Helpers Present: 1

Total Caregivers/Helpers: 1

Comments

An Administrative Review was conducted on October 29, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on October 29, 2020 with the Provider. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on September 30, 2020 was reviewed during the virtual inspection.

Shared FAQ regarding Rule Changes effective October 1, 2020 and the new updated Infant feeding plan.

Plan of Improvement: Developed This Date 10/29/2020

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

Mildred Buchanan, Program Official

Date

Dianne Clarke, 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: 10/29/2020 **VisitType:** Licensing Study

Arrival: 10:00 AM

Departure: 10:45 AM

FR-16629

Buchanan, Mildred M

3039 B DALE COURT Snellville, GA 30078 Gwinnett County
(678) 395-3352 millie_b@comcast.net

Mailing Address

3039 B DALE COURT
SNELLVILLE, GA 30078

Regional Consultant

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@decal.ga.gov

The following information is associated with a Licensing Study:

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. Discussed regarding ensuring to sanitize equipment and toys regularly throughout the day.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Discussed SIDS and infant sleeping position.

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

Records Reviewed: 6

Records with Missing/Incomplete Components: 3

Child # 1

Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2)

Child # 2

Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2)

Child # 6

Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2)

290-2-3-.08 Children's Records**Not Met****Correction Deadline: 11/26/2019****Corrected on 10/29/2020**

.08(1) - The previous citation was observed to be corrected in that the information was completed on the enrollment application for children enrolled. Discussed regarding reviewing application before child enrolls to ensure that all information is completed.

Finding

290-2-3-.08(2) requires the Home to maintain a file for each Child that includes evidence of age-appropriate immunizations or a signed affidavit against such immunizations; enrollment in the Home may not continue for more than 30 days without such evidence. It was determined based on a review of records that child #1, #2 and #4 did not have current evidence of current immunization.

POI (Plan of Improvement)

The Home Provider will ensure that an immunization record/signed affidavit is on file for each enrolled Child.

Correction Deadline: 11/29/2020**Correction Deadline: 11/25/2019****Corrected on 10/29/2020**

.08(9) - The previous citation was observed to be corrected in that the sign in and out records were observed to be complete for the last two weeks. Discussed regarding ensuring to maintain sign in and out records.

Facility**290-2-3-.11 Physical Plant - Safe Environment(CR)****Met****Correction Deadline: 12/5/2019****Corrected on 10/29/2020**

.11(2)(a) - The previous citation was observed to be completed. Discussed regarding ensuring that the plans remain posted.

Correction Deadline: 12/25/2019**Corrected on 10/29/2020**

.11(2)(c) - The previous citation was observed to be corrected in that the fire drill log was observed to be completed through October 2020. Discussed regarding ensuring to continue with regular drills and updates of emergency plans.

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Please be mindful to keep items that pose a hazard inaccessible to children. Discussed ensuring to keep broom and dust pan inaccessible when not in use.

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****Correction Deadline: 11/25/2019**

Corrected on 10/29/2020

.13(2)(d) - The previous citation was observed to be corrected in that the area that the children use for outside play is enclosed. Discussed regarding ensuring that items blown around from the storm is replaced before going outside.

Food Service

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

Met

Comment

CACFP Meal Pattern Requirements: 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://decal.ga.gov/CACFP/Handbook.aspx> USDA <http://www.fns.usda.gov/cacfp/cacfp-handbooks>

Discussed rule changes in effect October 1, 2020.

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 requirements were discussed with the Provider on this date. Also discussed regarding the use of hand towels. Hand towels are to be one-time use only and should not be used multiple times throughout the day.

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

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Appropriate number of children observed in Family Child Care Learning Home this date. There were four children and one adult present.

Policies and Procedures

290-2-3-.06 Parental Access

Met

Comment

290-2-3-.06 - Parental access requirements met per COV-19 guidelines. Discussed regarding ensuring to sanitize pens between use when parents do not bring their own.

Correction Deadline: 10/29/2020

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)

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Criminal records checks were observed to be complete.

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

Met

Correction Deadline: 12/25/2019

Corrected on 10/29/2020

.07(8) - The previous citation was observed to be corrected in that the provider had completed current CPR and First Aid training.

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

Met

Comment

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 September 30, 2020.

290-2-3-.07 Staff Training

Not Met

Finding

290-2-3-.07(7) requires that the Provider, Employees and Provisional Employees with direct care responsibilities shall complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); 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, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on a review of records that the provider did not have evidence of Health and Safety Orientation Training on file.

POI (Plan of Improvement)

The Provider will complete the required training and will ensure any Employees or Provisional Employees complete the training. The Provider will develop a plan to ensure that any new Staff hired complete the training as required.

Correction Deadline: 11/28/2020

Correction Deadline: 12/25/2019

Corrected on 10/29/2020

.07(9) - The previous citation was observed to be corrected in that training for 2019 was observed to be completed.

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.

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.