



**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:** 11/6/2018    **VisitType:** Complaint Investigation Follow Up    **Arrival:** 7:05 AM    **Departure:** 9:40 AM

**FR-000010220**

**Whitehead, Linda**

3466 STALLINGS DRIVE Macon, GA 31206 Bibb County  
 (478) 784-1009 lw\_1213@yahoo.com

**Mailing Address**

3466 STALLINGS DR  
 MACON, GA 31206

**Regional Consultant**

Brandi Mangino

Phone: (478) 314-9726

Fax: (478) 599-0169

brandi.mangino@dec.al.gov

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
11/06/2018	Complaint Investigation Follow Up	Good Standing
11/06/2018	Complaint Closure	Good Standing
08/14/2018	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 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)	1	1	0	0	0
1 & 2 Years	1	4	0	0	0
3 & 4 Years	0	2	0	0	0
School Age(5+) Years	0	1	0	0	0
<b>Total Under 13 Years</b>	2	8	0	0	0
<b>Total Under 18 Years</b>	2				

Children Present: 2

Total Children: 8

Caregivers/Helpers Present: 1

Total Caregivers/Helpers: 1

**Comments**

One-day letter left on this date.

Plan of Improvement: Developed This Date 11/06/2018

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)

Linda Whitehead, Program Official

Date

Brandi Mangino, 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:** 11/6/2018 **VisitType:** Complaint Investigation  
Follow Up **Arrival:** 7:05 AM **Departure:** 9:40 AM

**FR-000010220**

**Whitehead, Linda**

3466 STALLINGS DRIVE Macon, GA 31206 Bibb County  
(478) 784-1009 lw\_1213@yahoo.com

**Mailing Address**

3466 STALLINGS DR  
MACON, GA 31206

**Regional Consultant**

Brandi Mangino

Phone: (478) 314-9726

Fax: (478) 599-0169

brandi.mangino@decal.ga.gov

The following information is associated with a Complaint Investigation Follow Up:

### Children's Records

**Records Reviewed: 8**

**Records with Missing/Incomplete Components: 2**

Child # 3

Not Met

"Missing/Incomplete Components"

Dad Work # Missing -(.08)(1),Release Person Information - (.08)(10)

Child # 8

Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2),Mom Work # Missing -(.08)(1),Dad Work # Missing -(.08)(1),Release Person Information - (.08)(10)

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

**Not Met**

#### **Finding**

290-2-3-.08(1) requires the Home to have a current and updated record for each Child in care and for a period of one (1) year after each Child leaves. Such records shall include: identifying information (Child's name, birth date, Parent's name, home and business addresses, telephone numbers); name, address and telephone number of persons, including Child's physician, to contact in emergencies; and name, address, telephone numbers, relationship to Child and to Parent(s) and other identifying information of person(s) to whom the Child may be released. It was determined based on a review of records that two out of eight children enrolled were missing the following information in the children's records: the work number for parents and emergency contact addresses and phone numbers.

#### **POI (Plan of Improvement)**

The Home Provider will obtain the missing information and maintain the Children's records as required.

**Correction Deadline: 11/9/2018**

**Recited on 11/6/2018**

**Comment**

290-2-3-.08(13) requires documentation for the care of children, related and unrelated, for whom no pay is received to include a notarized statement from the Parent(s) attesting to the non-pay status.

Consultant discussed that the provider would need this for her grandchildren if she is keeping them for no pay, and they are present during child care hours.

**Correction Deadline: 11/6/2018**

**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 one out of eight children enrolled did not have immunizations or a signed affidavit against immunizations on file as required.

**POI (Plan of Improvement)**

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

**Correction Deadline: 11/9/2018**

**Recited on 11/6/2018**

**Facility**

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

**Met**

**Correction Deadline: 8/14/2018**

**Corrected on 11/6/2018**

**.13(2)(c) - Citation corrected and the provider has taken the slide off, and covered the equipment. Consultant discussed that if she is not going to use the equipment and add the resilient surface that the equipment should be removed.**

**Staff Records**

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

**Not Met**

**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 consultant observation and statement that the providers adult daughter has been living in the home since April 2018 without a criminal record check.

**POI (Plan of Improvement)**

The Home will ensure that every Employee has 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.

**Correction Deadline: 11/6/2018**