



**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: 11/16/2017 **VisitType:** Monitoring Visit

Arrival: 10:05 AM

Departure: 11:55 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		
11/16/2017	Monitoring Visit	Good Standing
05/31/2017	Monitoring Visit	Good Standing
09/12/2016	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 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	1	0	0	0
1 & 2 Years	2	2	0	0	0
3 & 4 Years	2	2	0	0	0
School Age(5+) Years	0	1	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

Plan of Improvement: Developed This Date 11/16/2017

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).

Reminder: All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.

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@decals.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://decals.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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.decals.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@decals.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: 11/16/2017 **VisitType:** Monitoring Visit

Arrival: 10:05 AM

Departure: 11:55 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 Monitoring Visit:

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: 6

Records with Missing/Incomplete Components: 5

Child # 2

Not Met

"Missing/Incomplete Components"

Proof of No Liability Insurance Form,Physician & Emergency Contact Information - (.08)(1)

Child # 3

Not Met

"Missing/Incomplete Components"

Proof of No Liability Insurance Form,Physician & Emergency Contact Information - (.08)(1),Dad Work # Missing -(08)(1),Dad Home # Missing -(08)(1),Mom Work # Missing -(08)(1),Mom Home # Missing -(08)(1),Release Person Information - (.08)(10),Allergy/Medical Information - (.08)(4),Emergency Medical Authorization - (.08)(3)

Child # 4

Not Met

"Missing/Incomplete Components"

Physician & Emergency Contact Information - (.08)(1)

Child # 5

Not Met

"Missing/Incomplete Components"

Proof of No Liability Insurance Form

Child # 6

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(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 children's records that two children did not have evidence of the emergency contact and physician's information completed. It was further determined that one child did not have enrollment information on file and one child's parent information was not completed.

POI (Plan of Improvement)

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

Correction Deadline: 11/16/2017

Correction Deadline: 5/31/2017

Corrected on 11/16/2017

.08(1)(c) - The previous citation was observed to be corrected in that all immunization records were current.

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 a review of records that four children did not have evidence of the liability form completed.

POI (Plan of Improvement)

The Home Provider will obtain and maintain documentation.

Correction Deadline: 11/16/2017

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.

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

Not Met

Finding

290-2-3-.13(1) requires that the Home be clean and free from hazards. It was determined based on observation that in the bathroom in an unlocked cabinet, hand soap, hand sanitizer and wet wipes were observed to be accessible. It was also determined that the toilet brush was accessible in the bathroom, and a purse was sitting on a low seat which contained mouth wash. It was further determined that a bottle of hand sanitizer was observed to be accessible in the kitchen on a low table.

POI (Plan of Improvement)

To ensure the cleanliness and safety of the environment, the Home Provider will make hazardous items inaccessible to the children.

Correction Deadline: 11/16/2017

290-2-3-.13 Playgrounds(CR)**Not Met****Finding**

290-2-3-.13(2)(a) requires that outdoor play areas be kept clean and free of hazards such as exposed sharp corners of concrete or equipment, rust and splinters on equipment, broken glass, open drainage ditches, holes and stagnant water. It was determined based on observation that three inflatable toys were observed on the playground and were cracking.

POI (Plan of Improvement)

The Home will repair any and all identified outdoor hazards and will monitor playground daily or more often as needed to ensure that the Home's outdoor play area is kept clean and free of hazards.

Correction Deadline: 11/26/2017

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)**Met****Comment**

Staff Stated Proper Knowledge

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

No medication has been dispensed since the last visit.

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**

Observed-Discussion/Redirection

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

No Routine Transportation Provided

Staff Records

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

Comment

Criminal Records Check complete

Comment

No new hires

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-Adequate Supervision