



**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:** 12/4/2020    **VisitType:** Licensing Study    **Arrival:** 6:50 AM    **Departure:** 8:55 AM

**FR-00000635**

**Korte, Brenda L**

9 SPRINGFIELD LANE Clayton, GA 30525 Rabun County  
(706) 782-1257 brendakorte@yahoo.com

**Regional Consultant**

Colleen Covey

Phone: (706) 256-7245

Fax: (706) 256-7244

colleen.covey@decals.ga.gov

**Mailing Address**

9 SPRINGFIELD LANE  
CLAYTON, GA 30525

**Quality Rated:** No

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
12/04/2020	Licensing Study	Good Standing	
10/30/2019	Licensing Study	Good Standing	
04/23/2019	Licensing Study	Good Standing	

**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	0	4	0	0	0
3 & 4 Years	0	3	0	2	0
School Age(5+) Years	0	1	0	1	0
<b>Total Under 13 Years</b>	0	8	0	3	0
<b>Total Under 18 Years</b>	0				
Children Present: 0		Total Children: 11			
Caregivers/Helpers Present: 1		Total Caregivers/Helpers: 1			

**Comments**

An Administrative Review was conducted on December 3, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on December 4, 2020 with the Director. 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.

Plan of Improvement: Developed This Date 12/04/2020

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](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)

Brenda Korte, Program Official

Date

Colleen Covey, 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:** 12/4/2020    **VisitType:** Licensing Study    **Arrival:** 6:50 AM    **Departure:** 8:55 AM

**FR-000000635**

**Korte, Brenda L**

9 SPRINGFIELD LANE Clayton, GA 30525 Rabun County  
(706) 782-1257 brendakorte@yahoo.com

**Mailing Address**

9 SPRINGFIELD LANE  
CLAYTON, GA 30525

**Regional Consultant**

Colleen Covey

Phone: (706) 256-7245

Fax: (706) 256-7244

colleen.covey@dec.al.ga.gov

The following information is associated with a Licensing Study:

### Activities and Equipment

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

**Met**

**Comment**

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on December 4, 2020.

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

**Not Evaluated**

**Comment**

Currently the provider is not caring for infants. (This rule was not evaluated on this date)

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

**N/A**

**Comment**

Home does not provide swimming activities.

### Children's Records

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

**Not Met**

**Finding**

290-2-3-.08(9) requires that the Parent or person(s) authorized by the Parent or guardian to drop off and pick up the Child document each time the Parent or authorized person drops off and picks up the Child. The documentation shall include at least the following information: the date, the Child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person and shall be made available to the Department in printed or written form upon request. It was determined by a review of documentation that the provider did not document arrival and departure of children.

**POI (Plan of Improvement)**

The Home will develop, if needed, and implement sign-in and out procedures that include all required information, will inform Parents of the procedures and will monitor to ensure Children are signed in and out as required.

**Correction Deadline: 12/4/2020**

**Facility**

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

**Comment**

An operable and appropriately sized fire extinguisher was observed in the home this date.

**Comment**

Operable smoke detector(s) were observed as required in the home this date.

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

**Comment**

A virtual walk through of the home was conducted on December 4, 2020 due to the COVID-19 pandemic. No hazards were observed accessible to children on this date.

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

**Comment**

A virtual walk through of the playground was conducted on December 4, 2020 due to the COVID-19 pandemic. The playground was observed to be clean and in good repair. The consultant discussed monitoring and maintaining the resilient surface.

**Food Service**

**290-2-3-.10 Food Service & Nutrition Technical Assistance**

**Technical Assistance**

290-2-3-.10(1) - Menu requirements discussed with the provider.

**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>

**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 was not directly observed during the virtual walk through on this date. Staff stated knowledge of proper hand washing procedures for staff and children.

---

**290-2-3-.11 Diapering Areas & Practices(CR)****Met****Comment**

Hand washing and sanitizing requirements for diapering were discussed with the Director on this date. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed during a virtual walk through on December 4, 2020.

---

**290-2-3-.11 Medications(CR)****Not Evaluated****Comment**

Per the provider no medication is currently dispensed. (This rule was not evaluated on this date)

**Licensure**

---

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

Appropriate number of children observed in Family Child Care Learning Home this date.

**Policies and Procedures**

---

**290-2-3-.14 Required Reporting****Technical Assistance****Technical Assistance**

Required reporting was discussed with the Director.

**Correction Deadline: 12/4/2020**

**Safety and Discipline**

---

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

TA-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 Director on this date.

---

**290-2-3-.11 Transportation(CR)****N/A****Comment**

The provider does not provide routine transportation.

**Staff Records**

---

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

Criminal records checks were observed to be complete for the provider and spouse. There are no other adults in the household or employees.

---

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

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

---

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

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****Met****Comment**

Annual training requirement and documentation observed for the 2020 year.

<b>Staff:Child Ratios and Supervision</b>
---

---

**290-2-3-.07 Staff:Child Ratios(CR)****Not Evaluated****Comment**

There were no children present during the time of the inspection. (This rule was not evaluated on this date)

---

**290-2-3-.07 Supervision(CR)****Not Evaluated****Comment**

Discussed new revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.

**Comment**

There were no children present during the time of the inspection. (This rule was not evaluated on this date)