



**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:** 9/30/2019 **VisitType:** Monitoring Visit **Arrival:** 9:15 AM **Departure:** 12:00 PM

**FR-000002535**

**Spence, Gloria A**

2110 ENON MILL DR Atlanta, GA 30331 Fulton County  
(404) 349-1270 gloriaaspen@yahoo.com

**Regional Consultant**

Michelle Smith

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**Mailing Address**

2110 ENON MILL DR  
ATLANTA, GA 30331

**Quality Rated: No**

| Compliance Zone Designation |                  |               |
|-----------------------------|------------------|---------------|
| 09/30/2019                  | Monitoring Visit | Good Standing |
| 04/26/2019                  | Licensing Study  | Good Standing |
| 12/14/2018                  | 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 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                 | 1                | 2             | 0    | 0           | 0                 |
| 3 & 4 Years                 | 3                | 5             | 0    | 0           | 0                 |
| School Age(5+) Years        | 0                | 0             | 0    | 0           | 0                 |
| <b>Total Under 13 Years</b> | 4                | 7             | 0    | 0           | 0                 |
| <b>Total Under 18 Years</b> | 4                |               |      |             |                   |

Children Present: 4                                  Total Children: 7  
Caregivers/Helpers Present: 3                                  Total Caregivers/Helpers: 3

**Comments**

The purpose of this visit was to conduct a Monitoring Visit as follow up to the visit conducted 4.26.19. Consultant and Home Provider discussed the Criminal Records requirements for a Home Resident as well as the compliance requirements. Consultant gave Provider contact information for the Criminal Records Unit.

Plan of Improvement: Developed This Date 09/30/2019

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.dec.state.ga.us/CCS/Regulations.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@dec.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 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://dec.state.ga.us/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.dec.state.ga.us/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us)

Gloria Spence, Program Official

Date

Michelle Smith, Consultant

Date



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### Findings Report

**Date:** 9/30/2019 **VisitType:** Monitoring Visit **Arrival:** 9:15 AM **Departure:** 12:00 PM

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

**Not Met**

**Finding**

290-2-3-.12(4) requires that all indoor and outdoor furniture, activity materials, and equipment shall be used in a safe and appropriate manner by each Provider, Provisional Employee and Employee and child in attendance and used in accordance with the manufacturer's instructions, recommendations, and intended use. It was determined based on observation that two (2) high chairs did not have a working strap to ensure that children are not able to escape or stand in the high chairs posing hazards.

**POI (Plan of Improvement)**

The Home will discontinue inappropriate use of furniture/materials/equipment and ensure that all indoor and outdoor furniture, activity materials, and equipment is used in a safe manner and in accordance with the manufacturer's instructions and/or recommendations for intended use.

**Correction Deadline: 10/14/2019**

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

**Met**

**Comment**

Discussed SIDS and infant sleeping position.

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

**N/A**

**Comment**

Home does not provide swimming activities.

### Facility

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

**Met**

**Correction Deadline: 5/15/2019**

**Corrected on 9/30/2019**

**.11(2)(c) - Consultant observed completed tornado and lock down drills conducted as required.**

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

The Home appears clean and free from hazards.

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**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 one large trash with pine cones was present near the fence used to enter and exit the play area. In addition, please monitor the play area for excessive pine cones.

**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: 10/10/2019**

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**Health and Hygiene**

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

Proper hand washing observed throughout the Home.

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

Staff state proper knowledge of diapering procedures.

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

Per the provider no medication is currently dispensed

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**Licensure**

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

Appropriate number of children observed in Family Child Care Learning Home this date. Consultant observed four non related for pay children, and one Home Provider present during the visit.

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**Safety and Discipline**

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**290-2-3-.11 Animals****Met****Comment**

The Family Child Care Learning Home does not keep animals on premises.

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

The provider and/or the home's employee were observed to maintain a positive learning environment on this date.

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

N/A

**Comment**

The provider does not provide routine transportation.

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**Staff Records**

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

Technical Assistance

**Comment**

Consultant observed one Home Provider to have a valid Satisfactory Comprehensive Criminal Records Check Determination letter issued by the Department.

**Technical Assistance**

290-2-3-.21(1)(e) - Consultant discussed with Home Provider to ensure that one Home Resident does not move back into the Home without a valid Satisfactory Comprehensive Criminal Records Check Determination letter issued by the Department. Consultant observed the Home Resident not to be present during the visit and obtained a signed letter from the Provider stating that the Resident will not be present while children are present for care.

**Correction Deadline: 9/30/2019**

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

Met

**Comment**

Please be mindful of training expiration dates.

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**290-2-3-.07 Provider Qualifications**

Technical Assistance

**Technical Assistance**

290-2-3-.07(2) - Consultant discussed with Home Provider to ensure that a copy of the educational waiver remains on file or available upon request.

**Correction Deadline: 9/30/2019**

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

Met

**Comment**

Staff observed to be compliant with applicable laws and regulations.

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**290-2-3-.07 Staff Training**

Met

**Correction Deadline: 5/31/2019****Corrected on 9/30/2019****.07(6) - Consultant observed 10 hours of annual training completed for 2018 as required.**

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**Staff:Child Ratios and Supervision**

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

Met

**Comment**

Appropriate ratios were observed on this date.

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

Met

**Comment**

Adequate supervision observed on this date.