



**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:** 10/30/2018 **VisitType:** Licensing Study

**Arrival:** 9:45 AM

**Departure:** 11:35 AM

**FR-000004032**

**Coleman, Donna**

3 LONG BOW COURT Savannah, GA 31406 Chatham County  
(912) 777-3159 ddlearningtree@yahoo.com

**Mailing Address**

3 LONG BOW COURT  
SAVANNAH, GA 31406

**Regional Consultant**

Stacey Foston

Phone: (706) 806-0407

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stacey.foston@dec.al.ga.gov

**Quality Rated:** No

<u>Compliance Zone Designation</u>			<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.
10/30/2018	Licensing Study	Good Standing	
01/18/2018	Monitoring Visit	Good Standing	
07/26/2017	Licensing Study	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	5	5	0	0	0
3 & 4 Years	0	0	0	0	0
School Age(5+) Years	0	0	0	0	2
Total Under 13 Years	6	6	0	0	0
Total Under 18 Years	6				
Children Present: 6 Total Children: 8 Caregivers/Helpers Present: 1 Total Caregivers/Helpers: 3					

**Comments**

Plan of Improvement: Developed This Date 10/30/2018

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.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)

Donna Coleman, Program Official

Date

Stacey Foston, Consultant

Date



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### Findings Report

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The following information is associated with a Licensing Study:

### Activities and Equipment

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

**Met**

**Comment**

A variety of equipment and toys were observed.

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

**Met**

**Comment**

Currently the provider is not caring for infants. The children mats were observed to be stored as required.

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

**N/A**

**Comment**

Home does not provide swimming activities.

### Children's Records

**Records Reviewed: 6**

**Records with Missing/Incomplete Components: 1**

Child # 1

Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2)

Child # 2

Met

Child # 3

Met

Child # 4

Met

Child # 5

Met

Child # 6

Met

**290-2-3-.08 Children's Records****Not Met****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 review of children's files that one of six enrolled children had an expired immunization form on file.

**POI (Plan of Improvement)**

The Home Provider will ensure that an immunization record/signed affidavit is on file for each enrolled Child. The child has recently went to the doctor and the provider will obtain a copy of the current immunization form.

**Correction Deadline: 10/31/2018****Recited on 10/30/2018****Facility****290-2-3-.11 Physical Plant - Safe Environment(CR)****Technical Assistance****Technical Assistance**

290-2-3-.11(2)(a) - Discussed the new emergency preparedness plans and drills. Reviewed the emergency drill requirements.

**Correction Deadline: 11/9/2018****Correction Deadline: 2/17/2018****Corrected on 10/30/2018**

.11(2)(c) - The previous citation has been corrected.

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

290-2-3-.13(1) - Discussed with the provider about placing a padded material or blanket over the brick in front of the fireplace when the children are in the living room area.

**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 the bottom section of the screen door on the enclosed patio was broken. The children use the enclosed patio as the outdoor play space.

**POI (Plan of Improvement)**

The provider has placed a heavy chair in front the door to block the broken section. The provider will fix the screen door. 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: 11/9/2018****Health and Hygiene****290-2-3-.11 Children's Health and Hygiene(CR)****Met**

**Comment**

Staff state proper knowledge of handwashing procedures.

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

Staff state proper knowledge of diapering procedures.

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

The provider stated she does not dispense medication.

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

Appropriate number of children observed in Family Child Care Learning Home this date. There were six children for pay present.

**Safety and Discipline****290-2-3-.11 Animals****Met****Comment**

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

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

Age-appropriate discussion and/or redirection observed.

**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 adults currently living in the home.

**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**

Staff observed to be compliant with applicable laws and regulations.

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

Annual training requirement and documentation observed.

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