



**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:** 4/26/2018    **VisitType:** Licensing Study    **Arrival:** 11:10 AM    **Departure:** 1:05 PM

**FR-000006450**

**Harris, Veronica K.**

3032 Walt Stephens Road Jonesboro, GA 30236 Clayton County  
 (770) 477-2900 jasperv11@comcast.net

**Regional Consultant**

Ashley Cunningham

Phone: (866) 374-9389

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Ashley.Cunningham@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★

<u>Compliance Zone Designation</u>			<p><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.</p> <p><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.</p> <p><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.</p> <p><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.</p>
04/26/2018	Licensing Study	Good Standing	
10/26/2017	Monitoring Visit	Good Standing	
03/29/2017	Monitoring Visit	Good Standing	

**Ratios/License Capacity**

Age Ranges	Children Present	Child For Pay	CAPS	Not for Pay	Provider Children
<b>Infant (0-11 mos)</b>	0	0	0	0	0
<b>1 &amp; 2 Years</b>	0	0	0	0	0
<b>3 &amp; 4 Years</b>	0	0	0	0	0
<b>School Age(5+) Years</b>	0	0	0	0	0
<b>Total Under 13 Years</b>	0	0	0	0	0
<b>Total Under 18 Years</b>	0				

Children Present: 0                              Total Children: 0

Caregivers/Helpers Present: 3                      Total Caregivers/Helpers: 3

**Comments**

A 1 day letter was left  
 Helper Orientation was left

Plan of Improvement: Developed This Date 04/26/2018

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).



**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](http://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@dec.al.ga.gov](mailto:CCSRefutations@dec.al.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://dec.al.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.dec.al.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@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov)

Veronica Harris, Program Official

Date

Ashley Cunningham, 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)** **Not Met**

**Finding**

290-2-3-.19(2)(c) requires that infants shall only sleep in a safety approved crib or other equipment approved for infant sleep as described in 290-2-3-.19(1)(a) and shall not sleep in any other equipment, such as, but not limited to, a car safety seat, bouncy seat, highchair, or swing. Infants who arrive at the facility asleep or fall asleep in such equipment or on the floor shall be transferred to a safety approved crib or other equipment approved for infant sleep. It was determined based on observation that three infants slept in there car seats for over twenty minutes.

**POI (Plan of Improvement)**

The Home Provider will move infants who fall asleep in equipment other than a safety-approved crib such as a car safety seat, highchair or swing, or on the floor, to a safety-approved crib.

**Correction Deadline: 4/26/2018**

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

**Comment**

Home does not provide swimming activities.

### Children's Records

**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 observation of children files that one child had an incomplete file.

**POI (Plan of Improvement)**

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

**Correction Deadline: 4/26/2018**

**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 observation of children files that two children did not have updated immunizations forms on file.

**POI (Plan of Improvement)**

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

**Correction Deadline: 4/26/2018**

**Facility**

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

**Met**

**Comment**

No hazards observed accessible to children on this date.

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

**Met**

**Comment**

The Home appears clean and free from hazards.

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

**Technical Assistance**

**Technical Assistance**

290-2-3-.13(2)(a) - Please ensure to remove the torn tarp from your play structure.

**Correction Deadline: 5/6/2018**

**Comment**

The outside area appears clean and well maintained. Please fluff surface at fall zones.

**Food Service**

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**290-2-3-.10 Food Service & Nutrition****Met****Comment**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018:  
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 is aware of the Updated CACFP Infant Meal pattern and Child/Adult Meal pattern.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://decals.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

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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.

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

Staff state proper knowledge of diapering procedures.

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

Discussed proper medication documentation and procedures.

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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.

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**Safety and Discipline**

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**290-2-3-.11 Animals****N/A****Comment**

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

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

Pleasant interactions observed between the provider and children in care.

**290-2-3-.11 First Aid Kit****Met****Comment**

Complete kit observed in the Family Child Care Learning Home

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

The provider does not provide routine transportation.

<b>Staff Records</b>
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**290-2-3-.21 Criminal Records Check(CR)****Not Met****Finding**

290-2-3-.21(1)(a) requires the Home to ensure that the Provider, every actual and potential Employee and Provisional Employee has a Satisfactory Records Check Determination before the individual is present at the Home while any child is present at the Home. It was determined based on observation of staff files that one helper present did not have a satisfactory records check on file.

**POI (Plan of Improvement)**

The Home Provider will obtain the required satisfactory records check determination(s). The Home will ensure that the Provider, every actual and potential Employee and Provisional Employee has a Satisfactory Records Check Determination. The Provider, Employees, and Provisional Employees MUST have a Satisfactory Records Check Determination to reside in and be at the Home when a child is present for care.

**Correction Deadline: 4/26/2018**

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**290-2-3-.07 First Aid & CPR****Not Met****Finding**

290-2-3-.07(5) requires the Home to maintain for the Provider and any Provisional Employee or Employee with direct care responsibilities current evidence of successful completion of a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid which have been offered by certified or licensed health care professionals or trainers and which dealt with emergency care for infants and children. This training must be completed prior to initial licensure for the Provider and within 90 days from date of hire for Provisional Employees and Employees. It was determined based on observation that the provider did not have current first aid/CPR training.

**POI (Plan of Improvement)**

The Home will obtain the required CPR and first aid training and will keep certificates, cards, or other proof of training on file. The Home will submit proof of training to the Department, if requested.

**Correction Deadline: 5/26/2018**

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

Discussed staff qualifications and compliance with applicable laws and regulations.

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**290-2-3-.07 Staff Training****Not Met****Finding**

290-2-3-.07(14) requires that each adult responsible for the supervision of the children, if not the Provider, shall receive orientation regarding these rules; the Provider's policies regarding discipline, injuries and illnesses, and release of Children; the Provider's written plan for handling emergencies; and appropriate information about any Child's specific health needs. It was determined based on observation of files that the helper did not have orientation on file.

**POI (Plan of Improvement)**

The Home will ensure that each adult responsible for the supervision of the children, shall receive orientation regarding these rules, the Provider's required policies, plans for handling emergencies and appropriate information about any Child's specific health needs.

**Correction Deadline: 5/26/2018**

**Comment**

Discussed: Health and Safety Training is required for each Staff member with direct care responsibilities within 90 calendar days of their hire date.

**Finding**

290-2-3-.07(6) requires the Home to maintain for the Provider and any Provisional Employee or Employee, current evidence of successful completion of ten (10) clock hours of diverse training which is related to the care of children and which is offered by an accredited college, university or vocational program or other Department approved source annually. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training programs shall be maintained in the Home by the Provider, as required by these rules. It was determined based on observation that the provider did have evidence of having completed ten hours of annual training for 2017.

**POI (Plan of Improvement)**

The Home will obtain the required annual training and will keep certificates, cards, or other proof of training on file. The Home will submit proof of training to the Department, if requested.

**Correction Deadline: 5/26/2018**

<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.