



**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:** 7/10/2019 **VisitType:** Monitoring Visit

**Arrival:** 12:15 PM

**Departure:** 1:15 PM

**FR-000007390**

**Hand, Debra A**

169 PARHAM ROAD Griffin, GA 30223 Spalding County  
(678) 603-0188 DHAND169@AOL.COM

**Mailing Address**

169 PARHAM ROAD  
GRIFFIN, GA 30223

**Regional Consultant**

Brandi Mangino

Phone: (478) 314-9726

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brandi.mangino@dec.al.ga.gov

**Quality Rated:** No

Compliance Zone Designation			<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.
07/10/2019	Monitoring Visit	Good Standing	
01/22/2019	Licensing Study	Good Standing	
08/07/2018	Monitoring Visit	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	4	5	0	1	0
3 & 4 Years	1	2	0	1	0
School Age(5+) Years	1	0	0	2	0
Total Under 13 Years	7	8	0	4	0
Total Under 18 Years	7				
Children Present: 7 Caregivers/Helpers Present: 3					
Total Children: 12 Total Caregivers/Helpers: 3					

**Comments**

Plan of Improvement: Developed This Date 07/10/2019

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/RuleAndRegulations.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://www.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)

Debra Hand, Program Official

Date

Brandi Mangino, Consultant

Date



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### Findings Report

**Date:** 7/10/2019 **VisitType:** Monitoring Visit

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

**290-2-3-.09 Activities**

**Met**

**Correction Deadline:** 1/22/2019

**Corrected on 7/10/2019**  
**.09(5) - Citation corrected.**

**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**

Pleasant naptime environment observed.

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

**Met**

**Comment**

Home does not provide swimming activities.

### Children's Records

**Records Reviewed: 7**

**Records with Missing/Incomplete Components: 2**

Child # 1

Met

Child # 2

Met

Child # 3

Not Met

"Missing/Incomplete Components"

**Records Reviewed: 7****Records with Missing/Incomplete Components: 2**

Physician & Emergency Contact Information - (.08)(1),Release Person Information - (.08)(10),Allergy/Medical Information - (.08)(4),Emergency Medical Authorization - (.08)(3)

Child # 4	Met
Child # 5	Met
Child # 6	Not Met
<u>"Missing/Incomplete Components"</u>	
Allergy/Medical Information - (.08)(4)	
Child # 7	Met

**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 records that following information was missing:

- four of 12 children were missing the physician name and/or phone number
- one of 12 children were missing information for release person(s)
- five of 12 were missing if the child had any allergies or special needs

**POI (Plan of Improvement)**

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

**Correction Deadline: 7/12/2019**

**Recited on 7/10/2019**

**Correction Deadline: 1/22/2019**

**Corrected on 7/10/2019**

**.08(2) - Citation corrected.**

**290-2-3-.08 Parental Authorization(CR)****Not Met****Finding**

290-2-3-.08(3)requires the Home to obtain Parental authorization at the time of a Child's enrollment for emergency medical care when the Parent is not available. It was determined based on a review of records that four of 11 children were missing the emergency medical agreement.

**POI (Plan of Improvement)**

The Home Provider will have authorization for emergency medical care completed by the Parent for Children enrolled.

**Correction Deadline: 7/12/2019**

**Recited on 7/10/2019**

**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)****Met****Comment**

The Home appears clean and free from hazards.

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

Consultant discussed the removal of the large limbs and the plastic three wheel riding toy was missing handles and in need of repair.

**Correction Deadline: 7/10/2019**

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

Children were resting/napping at the time of the visit. Handwashing requirements discussed on this date.

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

Staff state proper knowledge of diapering procedures.

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

**Correction Deadline: 1/22/2019**

**Corrected on 7/10/2019**

.11(1)(d) - Citation corrected as the provider stated that no medication has been dispensed since the last regulatory visit.

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

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

**Safety and Discipline****290-2-3-.11 Animals****Not Met****Finding**

290-2-3-.11(1)(n) requires pets in the Home be properly vaccinated in accordance with the requirements of the local county Boards of Health. Unconfined pets shall not be permitted in child care areas when any Child is present except for supervised learning experiences. It was determined based on consultant observation that upon arrival children were lying down for nap and the providers dog was not caged and in the area the children were napping.

**POI (Plan of Improvement)**

The Home will ensure that all animals are properly vaccinated and that unconfined animals are not allowed in child care areas.

**Correction Deadline: 7/10/2019**

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<b>290-2-3-.11 Discipline(CR)</b>	<b>Met</b>
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**Comment**

Age-appropriate discussion and/or redirection observed.

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<b>290-2-3-.11 Transportation(CR)</b>	<b>Met</b>
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**Comment**

The provider does not provide routine transportation.

<b>Staff Records</b>
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<b>290-2-3-.21 Criminal Records and Comprehensive Background Checks(CR)</b>	<b>Met</b>
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**Correction Deadline: 1/22/2019**

**Corrected on 7/10/2019**

**.21(1)(a) - Citation corrected.**

**Comment**

Criminal records checks were observed to be complete.

**Correction Deadline: 1/22/2019**

**Corrected on 7/10/2019**

**.21(1)(c) - Citation corrected.**

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<b>290-2-3-.07 First Aid &amp; CPR</b>	<b>Met</b>
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**Correction Deadline: 2/21/2019**

**Corrected on 7/10/2019**

**.07(5) - Citation observed to be corrected.**

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<b>290-2-3-.07 Staff Qualifications(CR)</b>	<b>Met</b>
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**Comment**

Staff observed to be compliant with applicable laws and regulations.

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<b>290-2-3-.07 Staff Training</b>	<b>Met</b>
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**Correction Deadline: 2/21/2019**

**Corrected on 7/10/2019**

**.07(4) - Citation observed to be corrected.**

<b>Staff:Child Ratios and Supervision</b>
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<b>290-2-3-.07 Staff:Child Ratios(CR)</b>	<b>Not Met</b>
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**Finding**

290-2-3-.07(16) requires the Home to ensure that an assistant, who must be at least sixteen (16) years of age, be present to assist with supervision whenever more than three (3) children under the age of twelve (12) months are present, more than six (6) children under the age of three (3) years are present or more than eight (8) children under the age of five (5) years are present. It was determined based on consultant observation upon arrival to the home the provider was outside and the helper was inside with seven enrolled children with five of them being under the age of three.

**POI (Plan of Improvement)**

The Home will ensure than an assistant is present to assist with supervision as required by the rules.

**Correction Deadline: 7/10/2019**

**Comment**

Adequate supervision observed on this date.