



**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:** 11/16/2017 **VisitType:** Licensing Study

**Arrival:** 8:30 AM

**Departure:** 10:00 AM

**FR-000008990**

**Stephens, Gloria A**

637 Pumping Station Rd. Sparta, GA 31087 Hancock County  
(478) 451-9408 gloriastephens49@yahoo.com

**Mailing Address**

637 Pumping Station Rd.  
SPARTA, GA 31087

**Regional Consultant**

Valarie Musselwhite

Phone: (770) 357-9988

Fax: (678) 302-2440

valarie.musselwhite@decal.ga.gov

**Quality Rated:** ★

<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.
11/16/2017	Licensing Study	Good Standing	
06/23/2017	Monitoring Visit	Good Standing	
12/02/2016	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	0	0	0	0
3 & 4 Years	0	1	0	0	0
School Age(5+) Years	0	7	0	0	0
<b>Total Under 13 Years</b>	0	8	0	0	0
<b>Total Under 18 Years</b>	0				
Children Present: 0 Total Children: 8 Caregivers/Helpers Present: 1 Total Caregivers/Helpers: 2					

**Comments**

Consultant left no liability form for provider to have parents sign.

Plan of Improvement: Developed This Date 11/16/2017

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.

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#### 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.

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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)

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Gloria Stephens, Program Official

Date

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Valarie Musselwhite, 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**

Observed-Variety Of Equipment

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

**Met**

**Comment**

Not caring for infants

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

**Met**

**Comment**

No Swimming Activities Provided

### Children's Records

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

**Not Met**

**Finding**

290-2-3-.08(11) requires that if the Home is not covered by liability insurance sufficient to protect its clients, the Home must notify the Parent of each Child under the care of the program in writing. Each Parent must acknowledge receipt of such notice, and a copy of the acknowledgement shall be kept in the Child's file. It was determined based on an observation that six enrolled children were without a signed liability insurance form.

**POI (Plan of Improvement)**

The Home Provider will obtain and maintain documentation.

**Correction Deadline: 11/16/2017**

### Facility

**290-2-3-.11 Physical Plant - Safe Environment(CR)****Not Met****Finding**

290-2-3-.11(2)(c) requires that documentation of drills required by these rules shall be maintained in the Home. The Home shall conduct drills for fire, tornado, and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Home shall maintain documentation of the dates and times of these drills for two years. It was determined based on an observation that provider did not conduct a monthly fire drill in the months of August 2017 and September 2017.

**POI (Plan of Improvement)**

The Provider will develop and implement a plan and schedule for conducting the required drills, completing the documentation, keeping the documentation on file for two years.

**Correction Deadline: 12/16/2017****Comment**

Reminder-Keep Hazards Inaccessible and box fans put away when children are present.

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

Ensure that home is clean and free of hazards when children are present.

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

Outside Area Clean, Well Maintained

**Food Service****290-2-3-.10 Kitchen Operations****Technical Assistance****Technical Assistance**

290-2-3-.10(10) - Ensure that all garbage is disposed in a trash container with a tight fitting lid.

**Correction Deadline: 11/16/2017****Health and Hygiene****290-2-3-.11 Children's Health and Hygiene(CR)****Met****Comment**

Staff Stated Proper Knowledge

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

No Diapered Children Enrolled

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

Provider stated no medication is being given at this time.

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

No children present .

## Safety and Discipline

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

**Comment**

No Animals Kept

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

**Comment**

No children present

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

**Comment**

Observed Kit Complete

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

**Comment**

No Routine Transportation Provided

## Staff Records

**290-2-3-.21 Criminal Records Check(CR)** Met

**Comment**

Criminal Records Check complete

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

**Comment**

Observed-Provider Certified First Aid & CPR

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

**Comment**

Staff qualifications/compliance with law

## Staff:Child Ratios and Supervision

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

**Comment**

No children present

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

**Comment**

No children present