



**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:** 10/30/2019 **VisitType:** Licensing Study

**Arrival:** 11:55 AM

**Departure:** 4:00 PM

**FR-000012129**

**Harper, Cynthia D**

215 BIRCHWALK COURT Riverdale, GA 30274 Clayton County  
 (404) 438-7503 cythia10366@bellsouth.net

**Mailing Address**

215 BIRCHWALK COURT  
 RIVERDALE, GA 30274

**Regional Consultant**

Twantaye Compton

Phone: (770) 357-1660

Fax: (770) 357-1661

twantaye.compton@decal.ga.gov

Joint with: Angelia Boykins

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>			<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.
10/30/2019	Licensing Study	Good Standing	
02/04/2019	Monitoring Visit	Good Standing	
08/16/2018	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	2	0	0	0
1 & 2 Years	0	3	0	0	0
3 & 4 Years	0	1	0	0	0
School Age(5+) Years	0	0	0	1	0
<b>Total Under 13 Years</b>	1	6	0	1	0
<b>Total Under 18 Years</b>	1				
Children Present: 1		Total Children: 7			
Caregivers/Helpers Present: 1		Total Caregivers/Helpers: 1			

**Comments**

The purpose of today's visit was to conduct a Licensing Study and follow up from the previously cited on February 4, 2019. Consultant discussed the steps and areas for staff training. Consultant reviewed the licensing study check-list with the provider. Consultant provided verbal assistance for the provider in areas of supervision, transitions, diapering, hand washing and laundering.

Plan of Improvement: Developed This Date 10/30/2019

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.decal.ga.gov/CCS/RulesAndRegulations.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@decal.ga.gov](mailto:CCSRefutations@decal.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://decal.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).

Get started today! Sign up by completing a short online application: <https://qualityrated.decal.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@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

Cynthia Harper, Program Official \_\_\_\_\_ Date

Twantaye Compton, Consultant \_\_\_\_\_ Date

Angelia Boykins, Consultant \_\_\_\_\_ Date



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### Findings Report

**Date:** 10/30/2019 **VisitType:** Licensing Study

**Arrival:** 11:55 AM

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**FR-000012129**

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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 on this date.

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

**Not Met**

**Finding**

290-2-3-.19(2) requires that a Family Child Care Learning Home shall provide a safe sleep environment in accordance with American Academy of Pediatrics (AAP), Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials (ASTM) recommendations as listed in these rules for all infants and one-year-old children when placed for sleep in a safety approved crib or in any other type of equipment approved for infant sleep. Staff shall place an infant to sleep on the infant's back unless the Parent has provided a physician's written statement authorizing another sleep position for that particular infant that includes how the infant shall be placed to sleep and a time frame that the instructions are to be followed. When an infant can easily turn over from back to front and back again, Staff shall continue to put the infant to sleep initially on the infant's back, but allow the infant to roll over into his or her preferred positions and not re-position the infant. Sleepers, sleep sacks and wearable blankets that fit according to the commercial manufacturer's guidelines and will not slide up around the infant's face may be used when necessary for the comfort of the sleeping infant, however swaddling shall not be used unless the Home has been provided a physician's written statement authorizing its use for a particular infant that includes instructions and a time frame for swaddling the infant. Staff shall not place objects or allow objects to be placed in or on the crib with an infant such as but not limited to toys, pillows, quilts, comforters, bumper pads, sheepskins, stuffed toys, or other soft items and shall not attach objects or allow objects to be attached to a crib with a sleeping infant such as but not limited to crib gyms, toys, mirrors and mobiles. It was determined by observation that there was a seven-month-old child asleep in a play pen with a soft toy inside of the playpen.

**POI (Plan of Improvement)**

The Home Provider will ensure that safe sleep requirements for infants are followed as required. When children fall asleep home provider will ensure that all objects are removed from the play pen or sleeping area as required.

**Correction Deadline: 10/30/2019**

**Technical Assistance**

The provider has sufficient mats for sleeping. As required all bedding should be laundered daily when bedding is not labeled.

**Correction Deadline: 10/30/2019**

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

290-2-3-.07(19)(a) requires the Home to maintain the following Staff: Child ratios for water-related activities in water over two feet deep:

Ages of Children                      Staff: Child Ratio

Under 2 1/2                              1:2

2 1/2 to 4 years                        1:5

4 years & older (who cannot swim a distance of 15 yds. unassisted) 1:6

4 years & older (who can swim a distance of 15 yds. unassisted) 1:8

It was determined that the home provider was observed to be in ratio on this date

**Correction Deadline: 10/30/2019**

**Children's Records****Records Reviewed: 1****Records with Missing/Incomplete Components: 0**

Child # 1

Met

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

The Home provider presented documentation of childrens' records in six of seven files. Home provider provided shot record of the child

**Correction Deadline: 10/30/2019**

**Technical Assistance**

290-2-3-.08(9) - Home provider should ensure that arrival and departure times are properly documented as required.

**Correction Deadline: 10/30/2019**

**290-2-3-.08 Parental Authorization(CR)****Met****Comment**

Parent authorizations obtained/completed and observed on this date.

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

**Correction Deadline: 10/31/2019**

**Corrected on 10/30/2019**

**.11(2)(h) - The consultant observed corrected and working on this date.**

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

The Home appears clean and free from hazards on this date.

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

The outside area appears clean and well maintained on this date. A trampoline and swing set was observed during this visit, however, home provider stated that the equipment is not used by the children in the program. Home provider stated that she plans to remove the play equipment from the premises.

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**Health and Hygiene**

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

Staff state proper knowledge of diapering procedures on this date.

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

Staff state proper knowledge of diapering procedures on this date.

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

Per the provider no medication is currently dispensed. Provider stated that the program does not dispense medication.

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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 and 2019 license observed on this date.

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**Safety and Discipline**

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

Pleasant interactions observed between the provider and children in care on this date.

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

The provider does not provide routine transportation as of this date.

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**Staff Records**

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

**Correction Deadline: 2/11/2019**

**Corrected on 10/30/2019**

**.21(1)(a) - All staff had background checks observed on this this date.**

**Correction Deadline: 2/4/2019**

**Corrected on 10/30/2019**

**Satisfactory Comprehensive Records checks were observed for all home providers on this date.**

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

Evidence observed that the provider was certified in First Aid and CPR on this date

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**290-2-3-.11 Prohibited Substances****Met****Comment**

290-2-3-.11(1)(l) Prohibits smoking on the premises of the Home and in any vehicle used to transport children during the hours of operation. No smoking signs must be posted. It was determined based on observation that all notifications were posted on this date.

**Correction Deadline: 10/30/2019**

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

Staff observed to be compliant with applicable laws and regulations on this date.

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

Training will be deferred until the next regulatory visit. The provider was provided with the training requirements and provided information on what is required for staff training and files. Home provider verbally stated that all staff and home provider are required to receive and participate in training on this date.

**POI (Plan of Improvement)**

The Provider will complete the required training and will ensure any Employees complete the training. The Provider will develop a plan to ensure that any new Employees complete the training as required.

**Correction Deadline: 2/25/2019****Finding**

290-2-3-.07(7) requires that the Provider, Employees and Provisional Employees with direct care responsibilities shall complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on a review of records that the home provider and assistant did not have evidence of health and safety orientation within the first 90 days.

**POI (Plan of Improvement)**

The Provider will complete the required training and will ensure any Employees or Provisional Employees complete the training. The Provider will develop a plan to ensure that any new Staff hired complete the training as required.

**Correction Deadline: 11/29/2019**

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**290-2-3-.08 Staff Training****Not Met****Finding**

290-2-3-.08(14) requires that documentation of training be maintained in the Home and include the following: 1) title of training, 2) date of training, 3) number of clock hours obtained and 4) name(s) of trainers/sponsoring organizations. It was determined based on review of records that home provider failed to provide documentation of training being maintained in the home home as required. Upon observing provider files, there were no staff records on file. Home provider is aware that staff files are required by corresponding rule.

**POI (Plan of Improvement)**

The Home Provider will ensure that complete training information is on file.

<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.