



**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:** 4/24/2019    **VisitType:** Monitoring Visit    **Arrival:** 12:15 PM    **Departure:** 2:10 PM

**FR-0000170023**

**Cooper, Thelma**

598 Blount Chapel Road Louisville, GA 30434 Burke County  
(478) 206-2872 thelcooper55@gmail.com

**Mailing Address**

PO Box 4435  
Louisville, GA 30434

**Regional Consultant**

Brandon Cason

Phone: (877) 372-3909

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carrie.spangler@dec.al.ga.gov

**Quality Rated:** No

<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.
04/24/2019	Monitoring Visit	Good Standing	
09/18/2018	Licensing Study	Good Standing	
05/10/2018	Licensing Study	Good Standing	

**Ratios/License Capacity**

Age Ranges	Children Present	Child For Pay	CAPS	Not for Pay	Provider Children
Infant (0-11 mos)	0	0	0	0	0
1 & 2 Years	2	1	0	0	0
3 & 4 Years	1	2	0	0	0
School Age(5+) Years	0	7	0	0	0
<b>Total Under 13 Years</b>	3	9	0	0	0
<b>Total Under 18 Years</b>	3				
Children Present: 3		Total Children: 11			
Caregivers/Helpers Present: 2		Total Caregivers/Helpers: 3			

**Comments**

This was the second visit of the fiscal year. A one-day-letter was left on this date. The Coordinator registered the provider for the fingerprint while on site.

Plan of Improvement: Developed This Date 04/24/2019

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/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@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)

Thelma Cooper, Program Official

Date

Brandon Cason, Consultant

Date



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### Findings Report

**Date:** 4/24/2019    **VisitType:** Monitoring Visit    **Arrival:** 12:15 PM    **Departure:** 2:10 PM

**FR-0000170023**

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

**Met**

**Comment**

Discussed with the provider to add toys and materials to enhance the learning environment.

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

**N/A**

**Comment**

Currently the provider is not caring for infants. (This rule was not evaluated on this date)

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

**N/A**

**Comment**

Home does not provide swimming activities.

**Comment**

There is no pool on the property

### Children's Records

**Records Reviewed: 3**

**Records with Missing/Incomplete Components: 0**

Child # 1

Met

Child # 2

Met

Child # 3

Met

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

**Met**

**Correction Deadline: 9/18/2018**

Corrected on 4/24/2019

This citation observed to be corrected in that the no liability forms were observed on file for the three children.

Correction Deadline: 9/18/2018

Corrected on 4/24/2019

This citation observed to be corrected in that the arrival and departure times were documented on this date. A sign in/sign out sheet was left on this date.

<b>Facility</b>
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290-2-3-.11 Physical Plant - Safe Environment(CR)

Met

Correction Deadline: 9/18/2018

Corrected on 4/24/2019

This citation observed to be corrected in that the provider is conducting monthly drills as required.

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

Not Met

**Finding**

290-2-3-.13(1) requires that the Home be clean and free from hazards. It was determined based on consultants observation that the licensed room had a hand foaming cleaning solution labeled Keep Out of Reach of Children on the floor and a bottle of medication on a low shelf accessible to the children.

**POI (Plan of Improvement)**

To ensure the cleanliness and safety of the environment, the Home Provider will make hazardous items inaccessible to the children.

Correction Deadline: 4/24/2019

Recited on 4/24/2019

**Finding**

290-2-3-.13(1)(e) prohibits the use of multiple plugs and electric extension cords. Electrical outlets within reach of children shall be plugged or covered. It was determined based on consultants observation that three electrical outlets not in use on an extension cord under a table did not have protective caps.

**POI (Plan of Improvement)**

The Home will not use multiple plugs and electric extension cords and will check regularly to ensure electrical outlets are plugged or covered.

Correction Deadline: 4/24/2019

Recited on 4/24/2019

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

Met

Correction Deadline: 9/28/2018

Corrected on 4/24/2019

This citation corrected in that all the hazards were removed from the playground.

<b>Food Service</b>
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290-2-3-.10 Kitchen Operations

Met

Correction Deadline: 9/18/2018

Corrected on 4/24/2019

This citation observed to be corrected on this date. The consultant did not observe any groceries stored on the floor under the kitchen table.

## Health and Hygiene

### 290-2-3-.11 Children's Health and Hygiene(CR)

Met

#### Comment

Staff were observed to remind children to wash hands.

### 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

Per the provider no medication is currently dispensed

## Licensure

### 290-2-3-.04 Application Requirements(CR)

Met

#### Comment

Application requirements reviewed with the Provider on 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 consultants observation that the provider did not have evidence of current vaccinations for two dogs on the porch and one dog chained to a tree in the back yard.

#### 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: 4/24/2019**

**Recited on 4/24/2019**

#### Finding

290-2-3-.11(o) requires the Home control pets and other animals to maintain proper sanitation and ensure animals are not a hazard to anyone. No animal that may be vicious is permitted on the premises while children are present. Farm animals cannot be housed within 500 feet of the home. It was determined based on consultants observation and review of records that a pit bull was chained to a tree in the backyard.

#### POI (Plan of Improvement)

The Home Provider will ensure that animals are not a hazard to anyone on the premises of the Home. Any animal that may have a vicious propensity, shall not be allowed on the premises of the Home any time children are present.

**Correction Deadline: 4/24/2019**

**Recited on 4/24/2019**

### 290-2-3-.11 Discipline(CR)

Met

#### Comment

Age-appropriate discussion and/or redirection observed.

**Comment**

The provider does not provide routine transportation.

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

290-2-3-.21(1)(a) requires the Home to ensure that the Provider, every actual and potential Employee(including residents age 17 and older) and Provisional Employee of the Family Child Care Learning Home has submitted both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined, based on review of records, that the provider had not submitted a records check application and had not completed the fingerprinting process. It was further determined that a resident of the Home had not submitted an application to the Department to authorize a comprehensive records check determination as required.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Home will ensure that every actual and potential Provider, Employee and Provisional Employee of a Family Child Care Learning Home submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The provider must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Home will complete the finger printing process and submit a records check application to ensure the CRC rules are maintained.

**Correction Deadline: 4/24/2019****Finding**

290-2-3-.21(1)(b) requires every Provider to have a current and valid satisfactory Comprehensive Records Check Determination on file prior to being present at the Home while any child is present for care or before residing in the Home. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the license date; provided, however, if the Provider has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined, based on a review of records, that the provider's comprehensive records check determination had expired on December 6, 2018.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Home will ensure that the Provider has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Home while any child is present for care or before an individual age 17 or older resides in the Home. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Director has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The provider must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Home will ensure the CRC rules are maintained.

**Correction Deadline: 4/24/2019**

**Finding**

290-2-3-.21(1)(d) requires every Provisional Employee to have a current and valid satisfactory Fingerprint Records Check Determination on file prior to being present at the Home while any child is present for care or before residing in the Home if age 17 or older and must be supervised at all times by a Provider or Employee with a current and valid satisfactory Comprehensive Records Check Determination. The Fingerprint Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Provisional Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Fingerprint Records Check Determination is required. It was determined, based on observation and review of records, that the provider and a resident of the Home were present without being supervised by an employee with a comprehensive records check determination, as required. The provider was observed to have an expired comprehensive records check determination and the resident was observed to have a national fingerprint determination.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Home will ensure that no Provisional Employee of a Family Child Care Learning Home with an unsatisfactory Fingerprint Records Check Determination or an unsatisfactory Comprehensive Records Check Determination is present at the Home when any child is present for care or reside at a Home. The provider must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Home will ensure CRC rules are maintained.

**Correction Deadline: 4/24/2019**

**Finding**

290-2-3-.21(1)(m)3. requires that a new Comprehensive Records Check Determination be completed for the Provider and each Employee and Provisional Employee at least once every five years. It was determined based on the consultant's observation that the providers Comprehensive Records Check Determination expired on December 6, 2018.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Home will get fingerprinted immediately to ensure that each Director, Employee and Provisional Employee has a Comprehensive Records Check Determination on file that has been issued within the past five years. The provider must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Home will ensure CRC rules are maintained. A one-day-letter was left on this date. The provider is aware that she can not provide care for children until she has a Comprehensive Records Check Determination on file.

**Correction Deadline: 4/24/2019**

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<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.