



**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:** 2/6/2020      **VisitType:** Monitoring Visit      **Arrival:** 10:00 AM      **Departure:** 11:10 AM

**FR-0000670402**

**Alexander, Kathy J**

5210 MILLER ROAD SW Lilburn, GA 30047 Gwinnett County  
(404) 422-2458 katballou783@gmail.com

**Mailing Address**

5210 MILLER ROAD SW  
LILBURN, GA 30047

**Regional Consultant**

Ashley Cunningham

Phone: (866) 374-9389

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Ashley.Cunningham@dec.al.ga.gov

Joint with: Melissa McFarlin

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
02/06/2020	Monitoring Visit	Good Standing
11/07/2019	Licensing Study	Good Standing
06/13/2019	Licensing Study	Good Standing

**Compliance Zone Designation** - 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.

**Good Standing** - Program is demonstrating an acceptable level of performance in meeting the rules.

**Support** - Program performance is demonstrating a need for improvement in meeting rules.

**Deficient** - Program is not demonstrating an acceptable level of performance in meeting the rules.

**Ratios/License Capacity**

Age Ranges	Children Present	Child For Pay	CAPS	Not for Pay	Provider Children
Infant (0-11 mos)	2	2	0	0	0
1 & 2 Years	2	2	0	0	0
3 & 4 Years	3	2	0	1	0
School Age(5+) Years	1	2	0	1	0
<b>Total Under 13 Years</b>	<b>8</b>	<b>8</b>	<b>0</b>	<b>2</b>	<b>0</b>
<b>Total Under 18 Years</b>	<b>8</b>				

Children Present: 8      Total Children: 10  
 Caregivers/Helpers Present: 1      Total Caregivers/Helpers: 1

**More than 6 for pay**  
 6 for pay present & no-pay present does not have a notarized no-pay statement

**Comments**

Plan of Improvement: No Plan Developed

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)

Kathy Alexander, Program Official Date

Ashley Cunningham, Consultant Date

Melissa McFarlin, Consultant Date



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### Findings Report

**Date:** 2/6/2020    **VisitType:** Monitoring Visit    **Arrival:** 10:00 AM    **Departure:** 11:10 AM

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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**

Toys and equipment observed to be clean and safe from hazardous conditions.

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

**Met**

**Comment**

Discussed SIDS and infant sleeping position.

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

**Met**

**Comment**

Home does not provide swimming activities.

**Comment**

There is no pool on the property

### Children's Records

**Records Reviewed: 8**

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

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

**Records Reviewed: 8**

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

Child # 6	Met
Child # 7	Met
Child # 8	Met

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

**Not Met**

**Finding**

290-2-3-.08(13) requires documentation for the care of children, related and unrelated, for whom no pay is received to include a notarized statement from the Parent(s) attesting to the non-pay status. It was determined based on a review of children files that there was one unrelated child who did not have a no pay notarized statement from the Parent attesting to the non-pay status.

**POI (Plan of Improvement)**

The Home Provider will obtain and maintain documentation.

**Correction Deadline: 2/6/2020**

**Facility**

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

**Met**

**Comment**

No hazards observed accessible to children on this date.

**Comment**

An operable and appropriately sized fire extinguisher was observed in the home this date.

**Comment**

Operable smoke detector(s) were observed as required in the home this date.

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

**Met**

**Comment**

The Home appears clean and free from hazards.

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

**Met**

**Comment**

Playground not observed on this date due to inclement weather. The playground will be checked at the next regulatory visit.

**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.

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

**Met**

**Comment**

Staff state proper knowledge of diapering procedures.

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

**Met**

**Comment**

Per the provider no medication is currently dispensed

**Licensure**

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

**Not Met**

**Comment**

Application requirements reviewed with the Provider on this date.

**Safety and Discipline**

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

**Met**

**Comment**

Pleasant interactions observed between the provider and children in care.

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

**Met**

**Comment**

The provider does not provide routine transportation.

**Staff Records**

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

**Met**

**Comment**

Consultant requested to view all Criminal Record checks for employees hired after last visit. Provider stated that there have been no new hires since last visit

**Comment**

Criminal records checks were observed to be complete.

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

**Met**

**Comment**

Discussed staff qualifications and compliance with applicable laws and regulations.

**Staff:Child Ratios and Supervision**

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

**Not Met**

**Finding**

290-2-3-.07(15) requires the Home to ensure that the total number of Children not Related to the Provider in the Family Child Care Learning Home, for pay or not for pay, cannot exceed six Children, except that a Provider may care for two additional children who are three years of age or older for two designated one hour periods daily upon approval approved by the Department. It was determined based on a review of children records that the provider cared for seven unrelated children for pay and not for pay.

**POI (Plan of Improvement)**

The Home will reduce the number of unrelated children, both for pay and not for pay, so that the total number of unrelated children in care does not exceed the number of children as specified in these rules.

**Correction Deadline: 2/16/2020**

**Comment**

Appropriate ratios were observed on this date.

**Comment**

Adequate supervision observed on this date.