



**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:** 2/24/2021

**VisitType:** Licensing Study

**Arrival:** 9:00 AM

**Departure:** 11:00 AM

**FR-0001380010**

**Thomas, Alvinia**

280 E. Liberty Ave. Lyons, GA 30436 Toombs County  
 (912) 526-3841 thomasalvinia@yahoo.com

**Regional Consultant**

Connie Boatright

Phone: (912) 544-9701

Fax: (912) 544-9700

connie.boatright@decals.ga.gov

**Mailing Address**

Same

**Quality Rated: No**

Compliance Zone Designation		
02/24/2021	Licensing Study	Good Standing
09/08/2020	Monitoring Visit	Good Standing
01/06/2020	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)	0	1	0	0	0
1 & 2 Years	0	2	0	0	0
3 & 4 Years	0	1	0	0	0
School Age(5+) Years	0	1	0	0	0
<b>Total Under 13 Years</b>	0	5	0	0	0
<b>Total Under 18 Years</b>	0				

Children Present: 0                                  Total Children: 5  
 Caregivers/Helpers Present: 2                                  Total Caregivers/Helpers: 1

**Comments**

This Licensing Study was completed in person. Ms. Thomas stated there has not been any changes in the household members, no medication is administered, no field trips or routine transportation is provided. Ms. Thomas adult daughter, Shereba Anderson, has an expired criminal records check and no paperwork has been submitted to be reprinted and Ms. Anderson has not completed a new fingerprint. A one-day letter was left with the provider. The consultant provided TA and registered Shereba Anderson and Alvinia Thomas (since her CBC will expire soon) in Koala and in GEMALTO. The consultant printed the GEMALTO forms and provided them to Ms. Thomas.

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/Regulations.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)

Alvinnia Thomas, Program Official

Date

Connie Boatright, Consultant

Date



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### Findings Report

**Date:** 2/24/2021    **VisitType:** Licensing Study    **Arrival:** 9:00 AM    **Departure:** 11:00 AM

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The following information is associated with a Licensing Study:

### Activities and Equipment

#### 290-2-3-.09 Activities

Not Met

##### Finding

290-2-3-.09(1) requires the Home to provide a variety of daily activities appropriate for the Childrens' ages and developmental levels. Children with special needs shall be integrated unless contraindicated medically or by parental agreement. Activities shall be planned to include indoor and outdoor play; a balance of quiet and active periods; a balance of supervised free choice and caregiver-directed activities; individual, small group, and large group activities; large muscle activities; small muscle activities; language experiences; arts and crafts; dramatic play; rhythm and music; and nature and science experiences. It was determined based on observation that the provider did not have individual, small group, and large group activities; large muscle activities; small muscle activities; language experiences; arts and crafts; dramatic play; rhythm and music; and nature and science experiences available for the children.

##### POI (Plan of Improvement)

The Home Provider will revise the schedule so a variety of appropriate activities are provided.

**Correction Deadline: 3/8/2021**

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

Not Met

##### Finding

290-2-3-.12(1) requires the Home to provide a variety of age-appropriate toys, books and play equipment and materials. It was determined that the provider has not provided a variety of age-appropriate toys, books and play equipment and material for the children as required.

##### POI (Plan of Improvement)

The Home Provider will secure a variety of appropriate equipment.

**Correction Deadline: 3/8/2021**

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

Met

##### Comment

Discussed SIDS and infant sleeping position.

##### Comment

There were no children present during the time of the inspection. (This rule was not evaluated on this date)

**Comment**

The consultant discussed night time care requirements with the provider.

**Correction Deadline: 2/24/2021**

**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**

**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 review of child files that one child did not have a child file. Additionally, four of five child files was incomplete.

**POI (Plan of Improvement)**

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

**Correction Deadline: 3/8/2021**

**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 review of all child files that five of five child files did not have the required no liability insurance form on file.

**POI (Plan of Improvement)**

The Home Provider will obtain and maintain documentation.

**Correction Deadline: 2/24/2021**

**Finding**

290-2-3-.08(2) requires the Home to maintain a file for each Child that includes evidence of age-appropriate immunizations or a signed affidavit against such immunizations; enrollment in the Home may not continue for more than 30 days without such evidence. It was determined based on review of child files that five of five enrolled children was missing proof of current immunization.

**POI (Plan of Improvement)**

The Home Provider will ensure that an immunization record/signed affidavit is on file for each enrolled Child.

**Correction Deadline: 2/28/2021**

**Finding**

290-2-3-.08(4) requires the Home to maintain a file for each Child that includes known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which would limit the Child's participation in the program. It was determined based on review of child files that one of five child files was missing the allergy section.

**POI (Plan of Improvement)**

The Home Provider will secure and maintain the missing Child's health information.

**Correction Deadline: 2/24/2021**

**Finding**

290-2-3-.08(9) requires that the Parent or person(s) authorized by the Parent or guardian to drop off and pick up the Child document each time the Parent or authorized person drops off and picks up the Child. The documentation shall include at least the following information: the date , the Child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person and shall be made available to the Department in printed or written form upon request. It was determined based on observation that no sign in and sign out sheets could be provided to the consultant.

**POI (Plan of Improvement)**

The Home will develop, if needed, and implement sign-in and out procedures that include all required information, will inform Parents of the procedures and will monitor to ensure Children are signed in and out as required.

**Correction Deadline: 2/24/2021**

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**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 review of child files that one of five child files was missing the parental authorization for emergency medical care when the parent is not available.

**POI (Plan of Improvement)**

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

**Correction Deadline: 3/8/2021**

**Finding**

290-2-3-.08(7) requires the Home to maintain Parental agreements for transportation and for field trips, swimming or other activities away from the Home in each Child's record. It was determined based on review of child files that one of five child files was missing the parental agreement for transportation and for field trips, swimming or other activities away from the Home.

**POI (Plan of Improvement)**

The Home will obtain written parental authorization, as required, before taking Children away from the Home. The Home will also review records; determine if all required information is completed; obtain any missing information; and have a plan to maintain complete records/forms for each Child as they enroll or as changes occur.

**Correction Deadline: 3/8/2021**

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**Facility**

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

**Comment**

Home observed complete emergency drills

**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.

**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)** **Met**

**Comment**

The outside area appears clean and well maintained.

**Food Service**

**290-2-3-.10 Food Service & Nutrition** **Met**

**Comment**

CACFP Meal Pattern Requirements: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk 5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk 2 of 5 Components for snack Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers. The Crediting Handbook for the CACFP can be located on DECAL and USDA’s website: DECAL <http://decal.ga.gov/CACFP/Handbook.aspx> USDA <http://www.fns.usda.gov/cacfp/cacfp-handbooks>

**Health and Hygiene**

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

**Comment**

No children were present during this visit.

**Correction Deadline: 2/24/2021**

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

**Comment**

There were no children present during the time of the inspection. (This rule was not evaluated on this date)

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

**Comment**

Per the provider no medication is currently dispensed

**Licensure**

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

**Comment**

No children were present during this visit. The provider stated five children are enrolled.

**Safety and Discipline**

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

**Comment**

The Family Child Care Learning Home does not keep animals on premises.

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

There were no children present during the time of the inspection. (This rule was not evaluated on this date)

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**290-2-3-.11 Transportation(CR)****Met****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 all staff and household member files that one household member over the age of 17 has not submitted both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Home will immediately 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 immediately ensure the CRC rules are maintained.

**Correction Deadline: 2/24/2021****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

**Finding**

290-2-3-.21(1)(c) requires every Employee 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 if age 17 or older. 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 Employee 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 review of staff and household member files that one household member over the age of 17 has a criminal records check that expired September 23, 2020.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Home will immediately ensure that every Employee 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 Employee 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 immediately ensure the CRC rules are maintained.

**Correction Deadline: 2/24/2021**

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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.

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

Discussed staff qualifications and compliance with applicable laws and regulations.

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**290-2-3-.07 Staff Training****Met****Comment**

Annual training requirement and documentation observed.

<b>Staff:Child Ratios and Supervision</b>
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**290-2-3-.07 Staff:Child Ratios(CR)****Met****Comment**

There were no children present during the time of the inspection. (This rule was not evaluated on this date)

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

There were no children present during the time of the inspection. (This rule was not evaluated on this date)