



**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:** 8/28/2018    **VisitType:** Monitoring Visit    **Arrival:** 10:30 AM    **Departure:** 12:00 PM

**FR-14942**

**Reuben, Drena V**

5148 VILLAS TERRACE Stone Mountain, GA 30088 DeKalb County  
 (770) 593-1915 DrenaReuben@hotmail.com

**Regional Consultant**

Roslyn Williams

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roslyn.williams@decal.ga.gov

**Mailing Address**

5148 VILLAS TERRACE  
 STONE MOUNTAIN, GA 30088

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
08/28/2018	Monitoring Visit	Good Standing
04/03/2018	Licensing Study	Good Standing
11/28/2017	Monitoring Visit	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**

<b>Age Ranges</b>	<b>Children Present</b>	<b>Child For Pay</b>	<b>CAPS</b>	<b>Not for Pay</b>	<b>Provider Children</b>
Infant (0-11 mos)	0	1	0	0	0
1 & 2 Years	1	2	0	0	0
3 & 4 Years	0	2	0	0	0
School Age(5+) Years	1	3	0	2	0
<b>Total Under 13 Years</b>	2	8	0	2	0
<b>Total Under 18 Years</b>	2				
Children Present: 2    Total Children: 10 Caregivers/Helpers Present: 3    Total Caregivers/Helpers: 3					

**Comments**

Plan of Improvement: Developed This Date 08/28/2018

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).

	<p><b>Reminder:</b> All employees of child care programs must be fingerprinted before <b>January 1, 2017</b>. For instructions and to submit records check applications online, please visit <a href="http://www.decalkoala.com">www.decalkoala.com</a>. You are encouraged not to wait and to complete the process as soon as possible.</p>
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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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Drena Reuben, Program Official

Date

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Roslyn Williams, Consultant

Date



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### Findings Report

**Date:** 8/28/2018 **VisitType:** Monitoring Visit **Arrival:** 10:30 AM **Departure:** 12:00 PM

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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**

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)**

**Met**

**Comment**

Home does not provide swimming activities.

### Children's Records

**Records Reviewed: 2**

**Records with Missing/Incomplete Components: 1**

Child # 1

Met

Child # 2

Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2)

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

**Not Met**

**Correction Deadline: 8/31/2018**

**Corrected on 8/28/2018**

**.08(11) - Evidence of signed no liability forms on file.**

**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 records that one child did not have current immunization records on file on this date.

**POI (Plan of Improvement)**

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

**Correction Deadline: 9/30/2018**

**Recited on 8/28/2018**

**Correction Deadline: 4/3/2018**

**Corrected on 8/28/2018**

**.08(4) - Documentation for each child's allergies, physical problems, mental disorders and other health and mental disorders on file.**

<b>Facility</b>
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**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 review of records that there was no documentation for tornado drills for 2018.

**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. Consultant provided new form on this date.

**Correction Deadline: 9/7/2018**

**Recited on 8/28/2018**

**Finding**

290-2-3-.11(2)(d) requires that hanging cords be inaccessible to children. It was determined base on consultant's observation that there were hanging cords from the flat screen television mounted on the wall that were accessible to the children and can pose a strangulation hazard.

**POI (Plan of Improvement)**

The Home Provider will ensure that hanging cords are inaccessible.

**Correction Deadline: 9/7/2018**

**Recited on 8/28/2018**

**Correction Deadline: 9/7/2018**

**Corrected on 8/28/2018**

**.11(2)(h) - The fire extinguisher was in proper working order.**

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

**Met**

**Correction Deadline: 4/3/2018**

**Corrected on 8/28/2018**

**.13(1)(e) - Consultant observed a cover over the electric socket in the play area.**

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**290-2-3-.13 Playgrounds(CR)****Not Evaluated****Comment**

Play area is currently not in use due to storm damage and construction. This rule will be evaluated during the next regulatory visit.

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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.

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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**

Provider does not administer 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 Learning Home 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.

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

The provider does not provide routine transportation.

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**Staff Records**

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

**Correction Deadline: 8/31/2018**

**Corrected on 8/28/2018**

**.21(1)(a) - Evidence of comprehensive satisfactory determination on file two residents.**

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

Staff observed to be compliant with applicable laws and regulations.

**Finding**

290-2-3-.07(4) requires the Provider, Employees and Provisional Employees with direct care responsibilities to complete health and safety training at the time of employment. Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the training within the first 90 days of employment. The training must address the following health and safety topics: prevention and control of infectious diseases; 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 and abusive head trauma; emergency preparedness and response planning for emergencies resulting from a natural disaster, or threatening event such as violence at the facility; handling and storage of hazardous materials and the appropriate disposal of bio contaminants; and precautions in transporting children (if applicable). It was determined based on review of records that there was no evidence of the Health and Safety Orientation training for the provider on file.

**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: 9/7/2018****Recited on 8/28/2018****Defer**

290-2-3-.07(6)-Provider stated that she is scheduled for the required training.

**POI (Plan of Improvement)**

The Home will obtain the required annual training and will keep certificates, cards, or other proof of training on file. The Home will submit proof of training to the Department, if requested.

**Correction Deadline: 5/3/2018**

<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**

The Provider was observed directly supervising and being attentive to the needs of the children.