



**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:** 10/23/2019 **VisitType:** Licensing Study

**Arrival:** 9:00 AM

**Departure:** 10:40 AM

**FR-14968**

**Burns, Cynthia D.**

1409 Jenk Hill Road Sylvania, GA 30467 Screven County  
 (912) 863-7289 cynise@gmail.com

**Regional Consultant**

Kesha McNeal

Phone: (866) 359-1672

Fax: (866) 359-7490

kesha.mcneal@decals.ga.gov

**Mailing Address**  
 Same

**Quality Rated: No**

<b>Compliance Zone Designation</b>		
10/23/2019	Licensing Study	Good Standing
04/25/2019	Monitoring Visit	Good Standing
10/01/2018	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	0	0	1	0
1 & 2 Years	1	0	0	0	0
3 & 4 Years	0	0	0	1	0
School Age(5+) Years	0	0	0	0	0
<b>Total Under 13 Years</b>	1	0	0	2	0
<b>Total Under 18 Years</b>	1				

Children Present: 1	Total Children: 4
Caregivers/Helpers Present: 1	Total Caregivers/Helpers: 1

**Comments**

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.

The provider stated that no new staff or no new residents reside in the home.

The home does not participate in field trips, swimming, medication, or transportation.

Plan of Improvement: Developed This Date 10/23/2019

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.

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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.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.

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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).

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)

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Cynthia Burns, Program Official

Date

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Kesha McNeal, Consultant

Date



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### Findings Report

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The following information is associated with a Licensing Study:

### Activities and Equipment

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

Not Met

##### Finding

290-2-3-.12(4) requires that all indoor and outdoor furniture, activity materials, and equipment shall be used in a safe and appropriate manner by each Provider, Provisional Employee and Employee and child in attendance and used in accordance with the manufacturer's instructions, recommendations, and intended use. It was determined based on the consultant's observation that a swing set and attached trampoline are being used on the outdoor play area. Both of these items are listed on the consumer product safety commission list.

##### POI (Plan of Improvement)

The Home will discontinue inappropriate use of furniture/materials/equipment and ensure that all indoor and outdoor furniture, activity materials, and equipment is used in a safe manner and in accordance with the manufacturer's instructions and/or recommendations for intended use.

**Correction Deadline: 10/23/2019**

##### Finding

290-2-3-.12(5) requires all indoor and outdoor furniture, activity materials, and equipment shall be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint and kept clean. It was determined based on the consultant's observation that there was a discarded bar white jagged edges located on the white swing set. It was further determined based on the consultant's observation that there was a white and green see saw that was not in good repair. It was further determined based on the consultant's observation that there was a white chair that had jagged edges on the tip of the chair accessible to children. It was further determined based on the consultant's observation that there was a pink tricycle that peeling material on the seat of the tricycle accessible to children.

##### POI (Plan of Improvement)

The Home will repair or replace any identified hazardous or unclean equipment and will monitor all indoor and outdoor equipment to ensure it is free from hazards and kept clean.

**Correction Deadline: 10/23/2019**

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

Met

**Correction Deadline: 4/25/2019**

Corrected on 10/23/2019

.19(1)(b)4 - Previous citation observed corrected on this date.

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**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

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**Children's Records**

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**Records Reviewed: 1**

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

Child # 1

Met

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

**Met**

**Comment**

Records were observed to be complete and well organized.

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

**Met**

**Comment**

Parent authorizations obtained/completed.

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**Facility**

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

**Met**

**Correction Deadline: 4/30/2019**

Corrected on 10/23/2019

.11(2)(c) - Previous citation observed corrected on this date.

**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.

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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**

**Correction Deadline: 5/9/2019**

Corrected on 10/23/2019

.13(2)(a) - Previous citation observed corrected on this date.

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**Food Service**

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

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 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://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

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**Health and Hygiene**

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

Proper hand washing of children and staff was discussed with the provider on this date.

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

The provider stated appropriate diapering procedures.

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

Per the provider no medication is currently dispensed

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**Licensure**

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

Application requirements reviewed with the Provider on this date.

**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 Animals****Met****Comment**

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

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

Pleasant interactions observed between the provider and children in care.

**Comment**

Age-appropriate discussion and/or redirection observed.

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**290-2-3-.11 First Aid Kit****Met****Comment**

Complete first aid kit observed in the Family Child Care Learning Home

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

The provider does not provide routine transportation.

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<b>Staff Records</b>
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**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.

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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**

Staff observed to be compliant with applicable laws and regulations.

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

290-2-3-.07(9) requires that every calendar year, after the first year of employment the Provider, and any Provisional Employees or and Employees, shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department- approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained in the Home by the Provider, as required by these rules. It was determined based on the consultant's review that the provider completed four hours of annual training for 2018 and not the required ten (10) clock hours of training.

**POI (Plan of Improvement)**

The Home will obtain the required annual training for Staff 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: 11/22/2019**

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<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.

**Comment**

Adequate supervision observed on this date.