



Reminder: All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.



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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.

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@decga.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://decga.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.

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)

Kimberly Bartos, Program Official

Date

Stacy Whitten, Consultant

Date



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

Findings Report

Date: 10/12/2017 **VisitType:** Licensing Study

Arrival: 11:00 AM

Departure: 12:15 PM

FR-15929

Bartos, Kimberly A

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Regional Consultant

Stacy Whitten

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stacy.whitten@decal.ga.gov

The following information is associated with a Licensing Study:

Activities and Equipment

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

Met

Comment

Observed-Variety Of Equipment

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

Met

Comment

Not caring for infants

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

Met

Comment

No Swimming Activities Provided

Children's Records

Records Reviewed: 7

Records with Missing/Incomplete Components: 2

Child # 1

Not Met

"Missing/Incomplete Components"

Proof of No Liability Insurance Form

Child # 2

Met

Child # 3

Met

Child # 4

Met

Child # 5

Met

| | |
|--|---------|
| Child # 6 | Not Met |
| <u>"Missing/Incomplete Components"</u> | |
| Proof of No Liability Insurance Form | |

| | |
|-----------|-----|
| Child # 7 | Met |
|-----------|-----|

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

Not Met

Comment

Observed-Records Complete/Well Organized

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 a review of records that the provider did not have evidence of a no liability form for two of seven children enrolled.

POI (Plan of Improvement)

The Home Provider will obtain and maintain documentation.

Correction Deadline: 10/12/2017

| |
|-----------------|
| Facility |
|-----------------|

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

Met

Comment

Observation-No Hazards Accessible

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

Met

Comment

Home Clean, Free of Hazards

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

Met

Comment

Outside Area Clean, Well Maintained

| |
|---------------------------|
| Health and Hygiene |
|---------------------------|

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

Met

Comment

Staff Stated Proper Knowledge

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

Met

Comment

Staff Stated Proper Knowledge

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

Met

Comment

Provider is not currently dispensing medication.

| |
|------------------|
| Licensure |
|------------------|

290-2-3-.04 Application Requirements(CR)**Not Met****Finding**

290-2-3-.04(1)(d) requires a person that provides care for more than six children for pay, related or unrelated, as defined in the rules, to make application to the Department for a license to operate as a Child Care Learning Center. It was determined based on consultant's observation that the provider cared for seven children for pay on this date.

POI (Plan of Improvement)

The Family Child Care Learning Home caring for more than six children shall reduce the number of children in care to six. The Family Child Care Learning Home will submit an application for a Child Care Learning Center and receive a license to operate from the Department before caring for more than six children, related or unrelated, for pay.

Correction Deadline: 10/12/2017

| |
|------------------------------|
| Safety and Discipline |
|------------------------------|

290-2-3-.11 Animals**Met****Correction Deadline: 2/11/2017****Corrected on 10/12/2017**

.11(1)(n) - Correction of the previous citation in that the provider does not have the cat anymore.

Comment

No Animals Kept

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

Observed-Positive Learning Environment

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

No Routine Transportation Provided

| |
|----------------------|
| Staff Records |
|----------------------|

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

Criminal Records Check complete

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

Staff qualifications/compliance with law

| |
|---|
| Staff:Child Ratios and Supervision |
|---|

290-2-3-.07 Staff:Child Ratios(CR)**Not Met****Finding**

290-2-3-.07(11) requires the Home to ensure that the total number of Children unrelated to the Provider in the Family Child Care Learning Home, for pay or not for pay, cannot exceed six children, except during two designated hours approved by the Department. It was determined based on consultant observation that the provider cared for seven unrelated children for pay on this date.

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: 10/22/2017

290-2-3-.07 Supervision(CR)

Met

Comment

Observed-Direct Supervision/Attention To Needs