





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@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.

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)

Lateisha Williams, Program Official

Date

Melyn Smith, 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: 8/23/2017 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 10:15 AM **Departure:** 2:30 PM

FR-23315

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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

Discussed-Add to Enhance Variety

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

Met

Comment

No infants present--Discussed safe sleep requirements

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

Met

Comment

No Swimming Activities Provided

Children's Records

Records Reviewed: 3

Records with Missing/Incomplete Components: 0

Child # 1

Met

Child # 2

Met

Child # 3

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 records, that the Home did not have records for two of three children present.

POI (Plan of Improvement)

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

Correction Deadline: 8/24/2017

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 the Home did not have evidence of age-appropriate immunizations or a signed affidavit against such immunizations for one child enrolled more than 30 days.

POI (Plan of Improvement)

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

Correction Deadline: 8/25/2017

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 review of records, that arrival and departure records were not available on this date.

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: 8/23/2017

Facility

290-2-3-.13 Physical Plant - Safe Environment**Not Met****Finding**

290-2-3-.13(1)(g) requires that measures be used to prevent the presence of rodents, flies, roaches and other vermin on the premises, Windows and doors used for ventilation shall be screened. It was determined, based on observation, that one dead roach was observed in front of the kitchen sink and two more roaches were observed in the Home on this date.

POI (Plan of Improvement)

The Home will use effective pest control methods, check the premises regularly and follow up immediately if any problems are noted. The Home will only leave screened windows and doors for ventilation and will not leave unscreened windows and doors open.

Correction Deadline: 9/2/2017

Technical Assistance

290-2-3-.11(2)(a) - Consultant discussed with provider updating the Home's written plan for handling emergencies, including but not limited to fire, severe weather, loss of electrical power or water, and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the Home on this date.

Correction Deadline: 9/2/2017

Comment

Reminder-Keep Hazards Inaccessible

290-2-3-.13 Physical Plant-Structural/Mechanical(CR)**Not Met****Finding**

290-2-3-.13(1) requires that the Home be clean and free from hazards. It was determined, based on observation, that a puddle of water was observed in the kitchen in front of the sink on this date, causing a slipping hazard.

POI (Plan of Improvement)

To ensure the cleanliness and safety of the environment, the Home Provider will make hazardous items inaccessible to the children.

Correction Deadline: 8/23/2017

Finding

290-2-3-.13(1)(e) prohibits the use of multiple plugs and electric extension cords. Electrical outlets within reach of children shall be plugged or covered. It was determined, based on observation, that four outlets in reach of children were observed to not be covered on this date.

POI (Plan of Improvement)

The Home will not use multiple plugs and electric extension cords and will check regularly to ensure electrical outlets are plugged or covered.

Correction Deadline: 8/23/2017

290-2-3-.13 Playgrounds(CR)**Not Met****Finding**

290-2-3-.13(2)(a) requires that outdoor play areas be kept clean and free of hazards such as exposed sharp corners of concrete or equipment, rust and splinters on equipment, broken glass, open drainage ditches, holes and stagnant water. It was determined, based on observation, that active ant beds were observed throughout the outdoor play area on this date.

POI (Plan of Improvement)

The Home will repair any and all identified outdoor hazards and will monitor playground daily or more often as needed to ensure that the Home's outdoor play area is kept clean and free of hazards.

Correction Deadline: 8/30/2017

Finding

290-2-3-.13(2)(d) requires that outside play areas be protected from traffic or other hazards by fencing or other barriers at least four feet in height and approved by the Department. Fencing material shall not present a hazard to children. A fence shall be provided around swimming pools to make them inaccessible when not in use. It was determined, based on observation, that loose boards were observed not connected to the rails and had nails exposed on this date.

POI (Plan of Improvement)

The Home will enclose the outside play area(s) with a four-foot high fence or other Department-approved barrier and inspect regularly to ensure fencing material is safe and any hazards identified are repaired or replaced. The Home will install or repair a fence around swimming pools that makes them inaccessible to children.

Food Service

290-2-3-.10 Kitchen Operations

Not Met

Finding

290-2-3-.10(10) makes the following requirements for the storage of garbage: 1) garbage must be stored in trash containers with lids; 2) containers must be emptied and cleaned as needed; 3) areas around the outside containers must be kept clean. It was determined, based on observation, that garbage was observed in a trash container without a lid on this date.

POI (Plan of Improvement)

To ensure proper sanitation, the Home Provider will store garbage in trash containers with lids and shall empty and clean such containers as needed. The Home Provider will also ensure that the areas around outdoor containers are kept clean.

Correction Deadline: 8/23/2017

Health and Hygiene

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

Not Met

Finding

290-2-3-.11(1)(i) requires that personnel shall wash their hands with liquid soap and warm running water: immediately before and after each diaper change; immediately upon the first Child's arrival in the Home for care and upon re-entering the Home after outside play; before and after dispensing oral medications and applying topical medications, ointments, creams or lotions, handling and preparing food, eating, drinking, preparing bottles, feeding or assisting children with eating and drinking; after toileting or helping children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids such as, but not limited to, mucus, saliva, vomit or blood, and after contamination by any other means. It was determined, based on observation, that the provider was not observed to wash hands before and after diapering on this date.

POI (Plan of Improvement)

To ensure proper hygiene, all Staff shall wash their hands with liquid soap and warm running water as required.

Correction Deadline: 8/23/2017

Finding

290-2-3-.11(1)(j) requires children's hands to be washed with liquid soap and warm running water: immediately upon arrival for the day and re-entering the child care area after outside play; before and after eating meals and snacks, handling or touching food, and playing in water; after toileting and diapering, playing in sand, touching animals or pets, contact with bodily fluids such as, but not limited to, mucus, saliva, vomit or blood, and after contamination by any other means. It was determined, based on observation, that a child's hands were not washed after diapering on this date.

POI (Plan of Improvement)

To ensure proper hygiene, all children will wash their hands with liquid soap and warm running water as required.

Correction Deadline: 8/23/2017

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

Met

Comment

Observed-Proper Diapering

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

Met

Comment

The provider stated that medication is not dispensed at this time.

Licensure

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

Met

Comment

290-2-3-.04(1)(d) - The provider was observed to provide care for three unrelated children on this date.

Correction Deadline: 8/23/2017

Safety and Discipline

290-2-3-.11 Animals

Met

Comment

No Animals Kept

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

Met

Comment

Pleasant Interactions Observed

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

Met

Comment

Emergency Medical Information is maintained in the vehicle along with a fire extinguisher and first aid kit. Age-appropriate child restraints are used during transportation.

Staff Records

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

Met

Comment

Criminal Records Check complete

290-2-3-.07 First Aid & CPR

Not Met

Finding

290-2-3-.07(5) requires the Home to maintain for the Provider and any Provisional Employee or Employee with direct care responsibilities current evidence of successful completion of a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid which have been offered by certified or licensed health care professionals or trainers and which dealt with emergency care for infants and children. This training must be completed prior to initial licensure for the Provider and within 90 days from date of hire for Provisional Employees and Employees. It was determined, based on a review of records, that the provider did not have evidence of current completion of CPR and First Aid training.

POI (Plan of Improvement)

The Home will obtain the required CPR and first aid 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: 9/22/2017

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

Met

Comment

Staff qualifications/compliance with law

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 observation, that the provider did not have evidence of completing the mandatory Health and Safety Training.

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: 9/22/2017

Staff:Child Ratios and Supervision

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

Appropriate Ratios Observed

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

Observed-Direct Supervision/Attention To Needs