



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: 11/13/2018 **VisitType:** Licensing Study

Arrival: 9:10 AM

Departure: 12:25 PM

FR-24391

Flannings, Khadijah A

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Regional Consultant

Stacey Foston

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Mailing Address

110 Fox Chase Road
 Savannah, GA 31406

Quality Rated: No

Compliance Zone Designation			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.
11/13/2018	Licensing Study	Good Standing	
02/28/2018	Monitoring Visit	Good Standing	
09/26/2017	Licensing Study	Good Standing	

Ratios/License Capacity

Age Ranges	Children Present	Child For Pay	CAPS	Not for Pay	Provider Children
Infant (0-11 mos)	1	1	0	0	0
1 & 2 Years	3	3	0	0	0
3 & 4 Years	0	0	0	0	0
School Age(5+) Years	0	3	0	0	1
Total Under 13 Years	4	7	0	0	1
Total Under 18 Years	4				
Children Present: 4		Total Children: 8			
Caregivers/Helpers Present: 1		Total Caregivers/Helpers: 2			

Comments

The consultant left a one day letter.

Plan of Improvement: Developed This Date 11/13/2018

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).



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.

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.

- 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

Khadijah Flannings, Program Official

Date

Stacey Foston, Consultant

Date



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Findings Report

Date: 11/13/2018 **VisitType:** Licensing Study

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Met

Comment

Equipment and furniture observed to be properly secured, as applicable.

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

Not Met

Finding

290-2-3-.19(1)(b)1 requires that cots and mats shall be of sound construction and of sufficient size to accommodate comfortably the size and weight of the child. Mats must be in good repair, washable, covered with waterproof material and at least two inches (2") thick. It was determined based on observation that the mat were torn and not two inches thick.

POI (Plan of Improvement)

The Home Provider will repair or replace cots and mats so they meet requirements.

Correction Deadline: 11/19/2018

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

N/A

Comment

Home does not provide swimming activities.

Children's Records

Records Reviewed: 4

Records with Missing/Incomplete Components: 3

Child # 1

Met

Child # 2

Not Met

"Missing/Incomplete Components"

Proof of No Liability Insurance Form

Child # 3

Not Met

"Missing/Incomplete Components"

Proof of No Liability Insurance Form

Child # 4

Not Met

"Missing/Incomplete Components"

Proof of No Liability Insurance Form

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

Not Met

Correction Deadline: 2/28/2018

Corrected on 11/13/2018

.08(1) - Children records were complete.

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 records that the Home did not have such the liability insurance acknowledgement form on file for all children

POI (Plan of Improvement)

The Home Provider will obtain and maintain documentation. The consultant left a copy of the form.

Correction Deadline: 11/16/2018

Technical Assistance

290-2-3-.08(6) - Discussed with the provider about ensure her name and not the day care name is listed on authorization forms. Also discussed ensuring that school age children have immunization records on file.

Correction Deadline: 11/13/2018

Facility

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

Not Met

Technical Assistance

290-2-3-.11(2)(a) - Discussed the new emergency preparedness plans. The consultant will email the provider a link to resources.

Correction Deadline: 11/23/2018

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 observation that the Home did not documentation of drills for the year 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.

Correction Deadline: 12/13/2018

Finding

290-2-3-.11(2)(h) requires at least one UL Approved smoke detector to be on each floor of the Home and such detectors to be maintained in working order. At least one 2-A:10-B:C fire extinguisher shall be kept in the child care area to be located no more than thirty feet from the kitchen. The extinguisher shall be maintained in working order and shall be inaccessible to the children. It was determined based on observation that the Home did not have a smoke detector on the first floor where the child care room is located.. In addition the the fire extinguisher in the home was not the required size.

POI (Plan of Improvement)

The home provider will ensure that a working smoke detector is on each floor and a working fire extinguisher is available in the child care area as required, and is maintained inaccessible to children.

Correction Deadline: 11/19/2018

290-2-3-.13 Physical Plant-Structural/Mechanical(CR)**Not Met****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 three electrical plugs in the child care room were not covered.

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: 11/13/2018

290-2-3-.13 Playgrounds(CR)**Met****Comment**

The outside area appears clean.

Health and Hygiene

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

Staff state proper knowledge of handwashing procedures.

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

Proper diapering procedures observed.

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

The provider stated she does not dispense medication.

Licensure

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

Appropriate number of children observed in Family Child Care Learning Home this date.

Safety and Discipline

290-2-3-.11 Animals**N/A****Comment**

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

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

Age-appropriate discussion and/or redirection observed.

290-2-3-.11 First Aid Kit**Not Met****Finding**

290-2-3-.11(1)(e) requires the Home and any vehicle used for transportation Children to have a first aid kit which at least contains: scissors, tweezers, gauze pads, thermometer, adhesive tape, band-aids, insect - sting preparation, antiseptic cleaning solution, antibacterial ointment, bandages, disposable rubber gloves, protective eyewear, facemask, and cold pack. The first aid kit, together with a first aid instruction manual which must be kept with the kit at all times, shall be stored in a central location so that it is not accessible to Children but is easily accessible to the Provider and Staff. The Home must also maintain written directions for the use of universal precautions for handling blood and bodily fluids. The directions on the use of universal precautions must be kept with the first aid kit at all times. It was determined based on observation that the first aid kit was missing scissors, tweezers, thermometer, insect - sting preparation, antibacterial ointment, , protective eyewear, facemask, and cold pack.

POI (Plan of Improvement)

The Home will replace any missing items in the first aid kit, keep the instruction manual and written universal precautions with the kit and will check the kit regularly. The Home will store the kit where children will not have access to it.

Correction Deadline: 11/23/2018

290-2-3-.11 Transportation(CR)**N/A****Comment**

The provider does not provide routine transportation.

Staff Records

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 a review of files that a resident of the home did not complete the background check process and did not have a satisfactory background check on file.

POI (Plan of Improvement)

The resident did register and scan fingerprints in March 2018. However through a miscommunication the provider did not submit an application to Bright from the Start to complete the background check process. The consultant helped the provider register the resident and submit the application to Bright form the Start. The provider will ensure the resident submit s prints to authorized location by the end of the day. The consultant left a one day letter.

Correction Deadline: 11/13/2018

290-2-3-.21 Criminal Records Check(CR)**Met****Correction Deadline: 2/28/2018**

Corrected on 11/13/2018

.21(1)(c) - The resident did register and scan fingerprints in March 2018. However through a miscommunication the provider did not submit an application to Bright from the Start to complete the background check process.

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

Met

Correction Deadline: 3/14/2018

Corrected on 11/13/2018

.07(5) - The provider has current CPR and first aid training.

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

Met

Comment

Staff observed to be compliant with applicable laws and regulations.

290-2-3-.08 Staff Training

Defer

Defer

290-2-3-.08(14)-Training for the year 2017 was evaluated on February 28, 2018. Annual training for the year 2018 will be evaluated on the next visit.

POI (Plan of Improvement)

Previously Cited: The home provider will ensure that complete training information is on file.

The Home Provider will ensure that complete training information is on file.

Correction Deadline: 3/14/2018

Staff:Child Ratios and Supervision

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

Met

Comment

Appropriate ratios were observed on this date.

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

Met

Comment

Adequate supervision observed on this date.