



**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:** 4/17/2018    **VisitType:** Monitoring Visit    **Arrival:** 1:50 PM    **Departure:** 5:00 PM

**FR-28923**

**Carson, Gail E**

6915 SPRINGBANK WAY Stone Mountain, GA 30087 DeKalb County  
(404) 314-0075 SCRAPCARSON@AOL.COM

**Regional Consultant**

Chrische Walker

Phone: (770) 359-5166  
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**Mailing Address**

6915 SPRINGBANK WAY  
STONE MOUNTAIN, GA 30087

**Quality Rated:**

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
04/17/2018	Monitoring Visit	Good Standing	
10/03/2017	Licensing Study	Good Standing	
03/08/2017	Monitoring Visit	Good Standing	

**Ratios/License Capacity**

Age Ranges	Children Present	Child For Pay	CAPS	Not for Pay	Provider Children
Infant (0-11 mos)	2	2	0	0	0
1 & 2 Years	2	2	0	1	0
3 & 4 Years	5	4	0	2	0
School Age(5+) Years	2	2	0	2	0
<b>Total Under 13 Years</b>	11	10	0	5	0
<b>Total Under 18 Years</b>	11				
Children Present: 11		Total Children: 15			
Caregivers/Helpers Present: 2		Total Caregivers/Helpers: 4			
<b>More than 6 for pay</b> 6 for pay present & no-pay present does not have a notarized no-pay statement					

**Comments**

The purpose of today's visit was to conduct a Monitoring Visit and to follow-up from the previous visit on October 3, 2017. The consultant discussed the application requirements with the provider. The provider does have an amendment approved to care for two additional children from 3:00-5:00pm. The consultant left a Helper's Orientation Checklist resource.

A one day letter was left.

Plan of Improvement: Developed This Date 04/17/2018

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).



**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](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.

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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Gail Carson, Program Official

Date

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Chrische Walker, Consultant

Date



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### Findings Report

**Date:** 4/17/2018    **VisitType:** Monitoring Visit    **Arrival:** 1:50 PM    **Departure:** 5:00 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**

A variety of equipment and toys were observed.

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

**Met**

**Comment**

Pleasant naptime environment observed.

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

**N/A**

**Comment**

Home does not provide swimming activities.

### Children's Records

**Records Reviewed: 11**

**Records with Missing/Incomplete Components: 2**

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met
Child # 6	Not Met

**Records Reviewed: 11**

**Records with Missing/Incomplete Components: 2**

"Missing/Incomplete Components"

Immunization Form - (.08)(2)

Child # 7 Met

Child # 8 Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2)

Child # 9 Met

Child # 10 Met

Child # 11 Met

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

**Technical Assistance**

**Technical Assistance**

290-2-3-.08(2) - Please ensure that each child has their immunization within 30 days of enrollment.

**Correction Deadline: 4/17/2018**

**Facility**

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

**Met**

**Comment**

Please be mindful to keep items that pose a hazard inaccessible to children.

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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**

**Comment**

The outside area appears clean and well maintained. Please ensure to monitor equipment with standing water before the children access the outside play area.

**Health and Hygiene**

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

**Met**

**Comment**

The family provider stated proper knowledge of hand washing procedures.

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

**Met**

**Comment**

The family provider stated proper knowledge of diapering procedures.

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

**N/A**

**Comment**

The family provider stated that there is no medication being administered as of this date.

**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 the consultant's observation that there were eight unrelated children for compensation and one related child not for compensation 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: 4/17/2018**

**Safety and Discipline**

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

**Met**

**Comment**

Age-appropriate discussion and/or redirection observed.

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

**N/A**

**Comment**

The provider does not provide routine transportation on this date. The provider stated that the after school children are dropped off by their parents.

**Staff Records**

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

**Not Met**

**Finding**

290-2-3-.21(1)(a) requires the Home to ensure that the Provider, every actual and potential Employee and Provisional Employee has a Satisfactory Records Check Determination before the individual is present at the Home while any child is present at the Home. It was determined based on a review of records that one helper hired on December 16, 2016 was present and did not have a satisfactory records check determination on file.

**POI (Plan of Improvement)**

The Home Provider will obtain the required satisfactory records check determination(s). The Home will ensure that the Provider, every actual and potential Employee and Provisional Employee has a Satisfactory Records Check Determination. The Provider, Employees, and Provisional Employees MUST have a Satisfactory Records Check Determination to reside in and be at the Home when a child is present for care. A one day letter was left on this date.

**Correction Deadline: 4/17/2018**

**Comment**

The consultant informed the provider that anyone outside visiting the home during operating hours would need to complete a Criminal Fingerprint Background Check.

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

Discussed staff qualifications and compliance with applicable laws and regulations.

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**290-2-3-.07 Staff Training****Met****Comment**

Discussed: Health and Safety Training is required for each Staff member with direct care responsibilities within 90 calendar days of their hire date.

<b>Staff:Child Ratios and Supervision</b>
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**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 the consultant's observation that eight unrelated children for compensation was present 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: 4/27/2018****Comment**

The consultant observed two additional children that arrived at 3:00pm. One child was for unrelated and for compensation and the other child was related and not for compensation. The family provider does have an amendment approved to care for two additional children from the hours 3:00-5:00pm.

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

Adequate supervision observed on this date.