



**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:** 2/5/2019    **VisitType:** Licensing Study    **Arrival:** 12:05 PM    **Departure:** 1:40 PM

**FR-29591**

**Taylor, Francine A**

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(706) 372-2509 ftaylor0545@charter.net

**Regional Consultant**

Margarita Collier

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**Mailing Address**

305 Lavender Road  
ATHENS, GA 30606

**Quality Rated:**

<b>Compliance Zone Designation</b>		
02/05/2019	Licensing Study	Good Standing
10/24/2018	Monitoring Visit	Good Standing
05/18/2018	POI Follow Up	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	0	0
1 & 2 Years	3	2	0	1	0
3 & 4 Years	3	4	0	0	0
School Age(5+) Years	0	1	0	1	0
<b>Total Under 13 Years</b>	6	7	0	2	0
<b>Total Under 18 Years</b>	6				
Children Present: 6		Total Children: 9			
Caregivers/Helpers Present: 2		Total Caregivers/Helpers: 4			

**Comments**

The purpose of this visit was to conduct a licensing study visit and to follow-up on the previous visit conducted on October 24, 2018.

Plan of Improvement: Developed This Date 02/05/2019

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.decal.ga.gov/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@decal.ga.gov](mailto:CCSRefutations@decal.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://decal.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)



**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.decal.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@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

Francine Taylor, Program Official

Date

Margarita Collier, Consultant

Date



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### Findings Report

**Date:** 2/5/2019    **VisitType:** Licensing Study    **Arrival:** 12:05 PM    **Departure:** 1:40 PM

**FR-29591**

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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**

Toys and equipment observed to be clean and safe from hazardous conditions.

**Comment**

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

**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)**

**Met**

**Comment**

Home does not provide swimming activities.

**Comment**

There is no pool on the property

### Children's Records

**Records Reviewed: 6**

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

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met

**Records Reviewed: 6**

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

Child # 5

Met

Child # 6

Met

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

**Not Met**

**Comment**

Records were observed to be complete and well organized.

**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 consultant's review of children's records the provider did not have evidence of a current immunization certificate on file for one child enrolled on this date.

**POI (Plan of Improvement)**

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

**Correction Deadline: 2/6/2019**

**Recited on 2/5/2019**

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

**Met**

**Comment**

Parent authorizations obtained/completed.

**Facility**

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

**Met**

**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)**

**Technical Assistance**

**Technical Assistance**

Consultant discussed monitoring the vines on the adjacent side of the playground fence to ensure they are not accessible to the children receiving care with the provider on this date.

**Comment**

The outside area appears clean and well maintained.

**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://decalfga.gov/CACFP/Handbook.aspx>

USDA

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

**Health and Hygiene**

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

**Comment**

Staff were observed to remind children to wash hands.

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

**Comment**

Staff state proper knowledge of diapering procedures.

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

**Comment**

The provider does not administer medication at this time.

**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 Discipline(CR) Met**

**Comment**

Age-appropriate discussion and/or redirection observed.

**Comment**

The provider and/or the home's employee were observed to maintain a positive learning environment on this date.

**290-2-3-.11 First Aid Kit Technical Assistance**

**Technical Assistance**

Please ensure to monitor the expiration dates of the antibiotic ointment.

**Comment**

The provider does not provide routine transportation.

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**Staff Records**

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**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 was conducted on October 24, 2018.

**Comment**

Consultant reviewed four files on this date. Consultant observed the provider, two helpers, and resident of the home to have evidence of a satisfactory comprehensive criminal record check letter on file on this date.

**Technical Assistance**

Consultant discussed the following information with the director on this date:

- Please ensure that all future applicants/staff (i.e. teachers, substitute teachers, therapist, etc.) are listing exact dates (including month/day/year) on 10 year work history form in order to determine any breaks in service from the child care industry.
- Monitor the expiration dates of all current staff members' comprehensive criminal record check letters (expires every five years unless there is a six month or longer break in employment from the child care industry).
- Please ensure to port any new hires' comprehensive criminal record check letters via the center's DECAL KOALA account.

**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 consultant's review of staff files two helpers did not have evidence of a current first aid and CPR training card on file on this date.

**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: 3/7/2019**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Correction Deadline: 3/4/2019**

**Corrected on 2/5/2019**

The previous citation was observed to be corrected on this date. Consultant observed all staff members to have completed the required 10 hours of annual training for the year 2018.

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**Staff:Child Ratios and Supervision**

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

**Met**

**Comment**

Appropriate ratios were observed on this date.

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

**Met**

**Comment**

The Provider was observed directly supervising and being attentive to the needs of the children.