



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: 2/25/2020 VisitType: Monitoring Visit Arrival: 10:55 AM Departure: 12:30 PM

FR-30072
Boothe, Helen C
6803 MADDUX ROAD Morrow, GA 30260 Clayton County
(404) 723-2352 mshelenshelpinghands@hotmail.com

Regional Consultant
Morgan Stahl
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Mailing Address
6803 MADDUX ROAD
MORROW, GA 30260

Quality Rated: ★ ★

Table with 3 columns: Date, Visit Type, Compliance Status. Includes a detailed legend for Compliance Zone Designation (Good Standing, Support, Deficient).

Ratios/License Capacity

Table with 6 columns: Age Ranges, Children Present, Child For Pay, CAPS, Not for Pay, Provider Children. Includes summary text: Children Present: 14, Total Children: 14, etc.

Comments

Plan of Improvement: To Be Submitted 03/10/2020

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.



Please refer to the website, <http://www.dec.state.ga.us/CCS/Regulations.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](mailto: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](mailto:qualityrated@dec.state.ga.us)

Helen Boothe, Program Official

Date

Morgan Stahl, Consultant

Date



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### Findings Report

**Date:** 2/25/2020 **VisitType:** Monitoring Visit **Arrival:** 10:55 AM **Departure:** 12:30 PM

**FR-30072**

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

**Technical Assistance**

**Technical Assistance**

Consultant discussed securing equipment with Provider.

**Correction Deadline: 2/25/2020**

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

**Met**

**Comment**

Infant sleep safety requirements observed met.

**Correction Deadline: 2/25/2020**

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

**Met**

**Comment**

Home does not provide swimming activities.

### Children's Records

**Records Reviewed: 14**

**Records with Missing/Incomplete Components: 1**

|           |     |
|-----------|-----|
| Child # 1 | Met |
| Child # 2 | Met |
| Child # 3 | Met |
| Child # 4 | Met |

**Records Reviewed: 14**

**Records with Missing/Incomplete Components: 1**

|           |         |
|-----------|---------|
| Child # 5 | Met     |
| Child # 6 | Met     |
| Child # 7 | Met     |
| Child # 8 | Not Met |

"Missing/Incomplete Components"

Name Missing - (.08)(1), Date of Birth Missing - (.08)(1), Parents Names Missing - (.08)(1), Mom Home # Missing - (.08)(1), Mom Work # Missing - (.08)(1), Dad Home # Missing - (.08)(1), Dad Work # Missing - (.08)(1), Infant Feeding Plan - (.10)(4), Proof of No Liability Insurance Form, Release Person Information - (.08)(10), Transportation Agreement - (.08)(7), Allergy/Medical Information - (.08)(4), Emergency Medical Authorization - (.08)(3), Immunization Form - (.08)(2), Physician & Emergency Contact Information - (.08)(1)

|            |     |
|------------|-----|
| Child # 9  | Met |
| Child # 10 | Met |
| Child # 11 | Met |
| Child # 12 | Met |
| Child # 13 | Met |
| Child # 14 | Met |

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

**Not 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 Provider did not have an enrollment record for one child present on this date.

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**Correction Deadline: 2/25/2020**

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| <b>Facility</b> |
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**290-2-3-.11 Physical Plant - Safe Environment(CR)**

**Not Met**

**Finding**

290-2-3-.11(2)(f) requires that poisons, medicines, cleaning agents and other hazardous materials be in locked areas or inaccessible to children. It was determined based on observation that a child's bag on a chair, accessible to children, contained Children's Motrin, gas drops, diaper cream, cold tablets, and Orajel. Further, unlocked desk drawers in the desk contained super glue, adult scissors, screws, thumb tacks, and a box of staples.

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**Correction Deadline: 2/25/2020**

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

**Comment**

The Home appears clean.

**290-2-3-.13 Playgrounds(CR) Technical Assistance**

**Technical Assistance**

290-2-3-.13(2)(a) - The Consultant discussed the accessibility of the grill and the tarp hanging on the right side fence.

**Correction Deadline: 3/6/2020**

**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) Technical Assistance**

**Technical Assistance**

Consultant discussed diapering requirements with the Provider.

**Correction Deadline: 2/25/2020**

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

**Comment**

Per the provider no medication is currently dispensed.

**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 these rules, shall make application to the Department for a license to operate a Child Care Learning Center, except as provided in 290-2-3-.07(15). It was determined based on observation that the Provider was caring for seven unrelated children for pay, two related children for pay, four related children for no pay, and one unrelated child for no pay.

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**Correction Deadline: 2/25/2020**

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| <b>Safety and Discipline</b> |
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**290-2-3-.11 Discipline(CR)** **Met**

**Comment**

Pleasant interactions observed between the provider and children in care.

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

**Comment**

The provider does not provide routine transportation.

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| <b>Staff Records</b> |
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**290-2-3-.21 Criminal Records and Comprehensive Background Checks(CR)** **Met**

**Comment**

Criminal records checks were observed to be complete for all adults in the home.

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

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| <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(15) requires the Home to ensure that the total number of Children not Related to the Provider in the Family Child Care Learning Home, for pay or not for pay, cannot exceed six Children, except that a Provider may care for two additional children who are three years of age or older for two designated one hour periods daily upon approval approved by the Department. It was determined based on observation that the Provider cared for eight unrelated children in the home on this date.

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**Correction Deadline: 3/6/2020**

**Finding**

290-2-3-.07(16) requires the Home to ensure that whenever Related Children or Children who reside in the Home are present in the Home the total number of children present under the age of thirteen years may not exceed twelve, and the space requirement of 35 square feet per each child present must be met. It was determined based on observation that the Provider cared for 14 children under the age of 13 in the home on this date.

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**Correction Deadline: 2/25/2020**

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

**Not Met**

**Finding**

290-2-3-.07(17) requires at least one Staff person with a satisfactory Comprehensive Records Check Determination shall supervise Children at all times and requires plans shall be made to obtain additional Staff help in cases of emergencies. It was determined based on observation that the Providers helper briefly left children unsupervised on the lower level of the home to go to the upper level of the home.

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**Correction Deadline: 2/25/2020**