

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.

- 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). 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.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

Frank Hoke, Program Official

Date

Katrina Maddox, 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: 11/14/2017 **VisitType:** Monitoring Visit

Arrival: 8:40 AM

Departure: 11:15 AM

FR-32391

Hoke, Frank M

10 Lakeside Drive Ellenwood, GA 30294 Henry County
(404) 980-8992 joyscrutchings@hokemcnealacademy.com

Mailing Address
Same

Regional Consultant

Katrina Maddox

Phone: (706) 434-4412

Fax: (706) 434-7708

katrina.maddox@decal.ga.gov

The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Met

Comment

Observed-Variety Of Equipment

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

Met

Comment

Not caring for infants

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

Met

Comment

No Swimming Activities Provided

Children's Records

Records Reviewed: 2

Records with Missing/Incomplete Components: 0

Child # 1

Met

Child # 2

Met

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

Met

Correction Deadline: 6/8/2017

Corrected on 11/14/2017

.08(1)(c) - Consultant observed immunizations for all children enrolled.

Facility

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

Comment

Observation-No Hazards Accessible

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

Comment

Home Clean, Free of Hazards

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

Comment

Outside Area Clean, Well Maintained

Health and Hygiene

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

Comment

Consultant observed children wash their hands.

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

Comment

No Diapered Children Enrolled

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

Comment

Discussed-Documentation/Procedures

Licensure

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

Comment

2 children unrelated for pay were observed during the visit.

Safety and Discipline

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

Comment

Pleasant Interactions Observed

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

Comment

Observed-Complete Documentation

Staff Records

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

Comment

Criminal Records Check complete

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

Met

Comment

Staff qualifications/compliance with law. CDA will expire in 2018. Consultant discussed the renewal process with provider.

290-2-3-.08 Staff Training

Met

Correction Deadline: 5/18/2017

Corrected on 11/14/2017

.08(6) - Consultant observed 11 hours of annual training for 2017.

Staff:Child Ratios and Supervision

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

Met

Comment

Appropriate Ratios Observed. 2 children unrelated for pay were observed during the visit.

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

Met

Comment

Observed-Direct Supervision/Attention To Needs