



**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: 5/24/2019 **VisitType:** Licensing Study **Arrival:** 9:00 AM **Departure:** 11:30 AM

FR-35132

Royster, Rita P

4000 Nelson Ct. McDonough, GA 30252 Henry County
(770) 572-1833 ritaroyster@yahoo.com

Regional Consultant

Brandi Mangino

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Mailing Address
Same

Quality Rated: No

Compliance Zone Designation		
05/24/2019	Licensing Study	Good Standing
09/17/2018	Monitoring Visit	Good Standing
05/11/2018	Licensing Study	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	4	0	0	0
3 & 4 Years	1	2	0	0	0
School Age(5+) Years	2	7	0	0	0
Total Under 13 Years	6	13	0	0	0
Total Under 18 Years	6				

Children Present: 6	Total Children: 13
Caregivers/Helpers Present: 2	Total Caregivers/Helpers: 2

Comments

One-Day Letter left on this date.

Plan of Improvement: Developed This Date 05/24/2019

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.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.

- 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

Rita Royster, Program Official

Date

Brandi Mangino, Consultant

Date



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Findings Report

Date: 5/24/2019 **VisitType:** Licensing Study **Arrival:** 9:00 AM **Departure:** 11:30 AM

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Technical Assistance

Technical Assistance

Consultant discussed that the three piece radio on the shelf by the stairs needs to be stored lower or secured.

Correction Deadline: 5/24/2019

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

Not Met

Finding

290-2-3-.19(1)(a)3 requires that each crib and other equipment approved for infant sleep shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. It was determined based on consultant observation that one sheet was not tight-fitting on this date.

POI (Plan of Improvement)

The Home Provider will ensure that each crib or other equipment approved for infant sleep has a tight-fitting sheet that is changed daily or more often as needed and prior to a change of occupant.

Correction Deadline: 5/24/2019

Correction Deadline: 9/17/2018

Corrected on 5/24/2019

.19(2)(c) - Citation observed to be corrected.

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

Met

Comment

Home does not provide swimming activities.

Children's Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 4

Child # 1

Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2), Proof of No Liability Insurance Form

Child # 2 Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2), Allergy/Medical Information - (.08)(4)

Child # 3 Not Met

"Missing/Incomplete Components"

Mom Work # Missing - (.08)(1), Immunization Form - (.08)(2)

Child # 4 Not Met

"Missing/Incomplete Components"

Physician & Emergency Contact Information - (.08)(1)

Child # 5 Met

Child # 6 Met

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

Not Met

Technical Assistance

Please ensure that enrollment applications for fully filled out with work phone numbers, physicians names and numbers and if the child had any allergies or special needs.

Correction Deadline: 5/24/2019

Technical Assistance

Consultant discussed that liability statement forms needs to be signed by all parents for enrolled children.

Correction Deadline: 5/24/2019

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 a review of records that three children did not have current immunizations.

POI (Plan of Improvement)

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

Correction Deadline: 5/24/2019

Facility

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

Technical Assistance

Technical Assistance

Emergency Plans and drills were discussed with the provider on this date and email.

Correction Deadline: 6/3/2019

Technical Assistance

Please ensure that hazards remain inaccessible as white-out and adult scissors were accessible on the staff desk. In addition, the fan that was in use must be up and out of reach of children.

Correction Deadline: 5/24/2019

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

Technical Assistance

Technical Assistance

Please ensure that all plug-in's in the downstairs area are covered.

Correction Deadline: 5/24/2019

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

Technical Assistance

Technical Assistance

Consultant discussed adding something to the bottom of the playground fencing so it does not pose and entrapment hazard.

Correction Deadline: 5/24/2019

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 the diaper changing pad needs to be non porous.

Correction Deadline: 5/24/2019

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

Met

Comment

Discussed proper medication documentation and procedures. Provider stated that 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 Discipline(CR)

Met

Comment

Age-appropriate discussion and/or redirection observed.

290-2-3-.11 First Aid Kit

Met

Comment

Please replace/add missing/expired item(s) in first aid kit(s).

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)(b) requires every Provider to have a current and valid satisfactory Comprehensive Records Check Determination on file prior to being present at the Home while any child is present for care or before residing in the Home. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the license date; provided, however, if the Provider has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that the provider had an expired criminal record check.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Home will submit the fingerprints to ensure that the Provider has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Home while any child is present for care or before an individual age 17 or older resides in the Home. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Director has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The provider must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Home will watch the required videos, check emails and contact consultant to ensure the CRC rules are maintained.

Correction Deadline: 5/24/2019**Finding**

290-2-3-.21(1)(d) requires every Provisional Employee to have a current and valid satisfactory Fingerprint Records Check Determination on file prior to being present at the Home while any child is present for care or before residing in the Home if age 17 or older and must be supervised at all times by a Provider or Employee with a current and valid satisfactory Comprehensive Records Check Determination. The Fingerprint Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Provisional Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Fingerprint Records Check Determination is required. It was determined based on a review of records that the providers criminal record check that was expired and the provider was observed to be alone with the children.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Home will get fingerprints to ensure that no Provisional Employee of a Family Child Care Learning Home with an unsatisfactory Fingerprint Records Check Determination or an unsatisfactory Comprehensive Records Check Determination is present at the Home when any child is present for care or reside at a Home. The provider must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Home will watch the required videos, check emails and reach out to consultant to ensure CRC rules are maintained.

Correction Deadline: 5/24/2019**Finding**

290-2-3-.21(1)(h) requires that every Provider receive a satisfactory Comprehensive Records Check Determination before October 1, 2018. It was determined based on a review of records that the providers criminal record check that was expired.

POI (Plan of Improvement)

IMMEDIATE CORRECTION – The provider will submit fingerprints to ensure that he/she obtains a satisfactory Comprehensive Records Check Determination. The provider must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Home will watch videos, check email and reach out to consultant to ensure CRC rules are maintained.

Correction Deadline: 5/24/2019

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

Met

Comment

Staff observed to be compliant with applicable laws and regulations.

290-2-3-.07 Staff Training

Not Met

Finding

290-2-3-.07(6) requires the Home to maintain for the Provider and any Provisional Employee or Employee, current evidence of successful completion of ten (10) clock hours of diverse training which is related to the care of children and which is offered by an accredited college, university or vocational program or other Department approved source annually. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training programs shall be maintained in the Home by the Provider, as required by these rules. It was determined based on a review of records that the provider did not have 10 hours of annual training for the 2018 year.

POI (Plan of Improvement)

The Home will obtain the required annual 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: 6/23/2019

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)

Technical Assistance

Technical Assistance

Consultant discussed supervision and visibility on this date.

Correction Deadline: 5/24/2019