



**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: 1/22/2020 **VisitType:** Licensing Study **Arrival:** 12:50 PM **Departure:** 2:15 PM

FR-35138

Jones, Jocelyn D

5832 Hunt Club Run Apt-A Norcross, GA 30093 Gwinnett County
(678) 754-3164 approvedtrainer.jocelynjones@gmail.com

Regional Consultant

Bridget Johnson

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bridget.johnson@decal.ga.gov

Mailing Address
Same

Quality Rated: No

Compliance Zone Designation		
01/22/2020	Licensing Study	Good Standing
07/16/2019	Monitoring Visit	Good Standing
03/12/2019	Monitoring Visit	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	2	2	0	0	0
3 & 4 Years	0	0	0	0	0
School Age(5+) Years	0	0	0	0	0
Total Under 13 Years	2	2	0	0	0
Total Under 18 Years	2				

Children Present: 2 Total Children: 2
Caregivers/Helpers Present: 1 Total Caregivers/Helpers: 1

Comments

01/22/2020: The purpose of this visit was to conduct a licensing study. There were no previous citations to follow up on.

Plan of Improvement: Developed This Date 01/22/2020

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. 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

Jocelyn Jones, Program Official

Date

Bridget Johnson, Consultant

Date



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Findings Report

Date: 1/22/2020 **VisitType:** Licensing Study

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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

A variety of equipment and toys were observed.

Comment

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

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

N/A

Comment

Care is not provided for any infant required to be in a crib

Comment

Currently the provider is not caring for infants. (This rule was not evaluated on this date)

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

N/A

Comment

Home does not provide swimming activities.

Children's Records

Records Reviewed: 2

Records with Missing/Incomplete Components: 2

Child # 1

Not Met

"Missing/Incomplete Components"

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

Child # 2

Not Met

"Missing/Incomplete Components"

Proof of No Liability Insurance Form

290-2-3-.08 Children's Records**Not Met****Finding**

290-2-3-.08(11) requires that if the Home is not covered by liability insurance sufficient to protect its clients, the Home must notify the Parent of each Child under the care of the program in writing. Each Parent must acknowledge receipt of such notice, and a copy of the acknowledgement shall be kept in the Child's file. It was determined based on a review of records that two of two enrolled children did not have a signed no liability acknowledgment form on file.

POI (Plan of Improvement)

The Home Provider will obtain and maintain documentation.

Correction Deadline: 1/22/2020**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 one of two enrolled child did not have a current immunization form on file.

POI (Plan of Improvement)

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

Correction Deadline: 1/22/2020

Facility

290-2-3-.11 Physical Plant - Safe Environment(CR)**Not Met****Finding**

290-2-3-.11(2)(c) requires that documentation of drills required by these rules shall be maintained in the Home. The Home shall conduct drills for fire, tornado, and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Home shall maintain documentation of the dates and times of these drills for two years. It was determined based on a review of records that the Provide could not locate documentation to show that emergency drills had been conducted as required since the last visit.

POI (Plan of Improvement)

The Provider will develop and implement a plan and schedule for conducting the required drills, completing the documentation, keeping the documentation on file for two years.

Correction Deadline: 2/21/2020**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 hazards were accessible in the bathroom in that a bottle of Fabuloso cleaner was sitting on the counter of the sink.

POI (Plan of Improvement)

To ensure the safe storage of hazardous items, the Home Provider will make these items inaccessible to the children.

Correction Deadline: 1/22/2020**Comment**

Operable smoke detector(s) were observed as required in the home this date. Please replace the batteries in your smoke detector due to them making the low battery sound.

290-2-3-.13 Physical Plant-Structural/Mechanical(CR)**Not Met**

Finding

290-2-3-.13(1)(e) prohibits the use of multiple plugs and electric extension cords. Electrical outlets within reach of children shall be plugged or covered. It was determined based on observation that two electrical outlets beside the children's table were uncovered and accessible to the children in care.

POI (Plan of Improvement)

The Home will not use multiple plugs and electric extension cords and will check regularly to ensure electrical outlets are plugged or covered.

Correction Deadline: 1/22/2020

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

The outside area appears clean and well maintained.

Health and Hygiene

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

Proper hand washing observed throughout the Home.

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

Staff state proper knowledge of diapering procedures.

290-2-3-.11 Medications(CR)**N/A****Comment**

Per the provider no medication is currently dispensed

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 Animals**Not Met****Finding**

290-2-3-.11(1)(n) requires pets in the Home be properly vaccinated in accordance with the requirements of the local county Boards of Health. Unconfined pets shall not be permitted in child care areas when any Child is present except for supervised learning experiences. It was determined based on a review of records that the Provider could not provide documentation of current shots for a pet cat.

POI (Plan of Improvement)

The Home will ensure that all animals are properly vaccinated and that unconfined animals are not allowed in child care areas.

Correction Deadline: 1/22/2020

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

Comment

Pleasant interactions observed between the provider and children in care.

Comment

Age-appropriate discussion and/or redirection observed.

290-2-3-.11 First Aid Kit **Met**

Comment

Complete first aid kit observed in the Family Child Care Learning Home. Please replace the insect sting prep in the first aid kit.

290-2-3-.11 Transportation(CR) **N/A**

Comment

The provider does not provide routine transportation.

Staff Records

290-2-3-.21 Criminal Records and Comprehensive Background Checks(CR) **Met**

Comment

Criminal records checks were observed to be complete and satisfactory for the Provider. Provider stated there are no other adult residents in the home.

290-2-3-.07 First Aid & CPR **Not Met**

Finding

290-2-3-.07(8) 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. Such training must be completed prior to initial licensure for the Provider and within 90 days from date of hire for Provisional Employees and Employees. The Provider, a Provisional Employee or Employee with current CPR and first aid training must always be on the Home's premises and on any field trip whenever any Child is present. It was determined based on a review of records that the Provider did not have proof of current training in CPR and First Aid.

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. The Home will ensure that there is always a Staff person on the Home's premises and on any field trip whenever any Child is present.

Correction Deadline: 2/21/2020

290-2-3-.07 Independent Contractors(CR) **N/A**

Comment

The facility does not currently have any independent contractors employed.

290-2-3-.07 Other Staff Direct Contact with Children(CR) **N/A**

Comment

The facility does not currently have any additional staff employed.

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

Comment

Staff observed to be compliant with applicable laws and regulations.

Finding

290-2-3-.07(7) requires that the Provider, Employees and Provisional Employees with direct care responsibilities shall complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on a review of records that the Provider could not locate documentation showing they had completed the required Health and Safety training.

POI (Plan of Improvement)

The Provider will complete the required training and will ensure any Employees or Provisional Employees complete the training. The Provider will develop a plan to ensure that any new Staff hired complete the training as required.

Correction Deadline: 2/21/2020**Finding**

290-2-3-.07(9) requires that every calendar year, after the first year of employment the Provider, and any Provisional Employees or and Employees, shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department- approved source. 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 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 could not locate documentation showing that they had completed the required 10 hours of annual training.

POI (Plan of Improvement)

The Home will obtain the required annual training for Staff 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: 2/21/2020

290-2-3-.07 Students-in-Training(CR)**N/A****Comment**

The facility does not currently have any students-in-training employed.

290-2-3-.07 Volunteers(CR)**N/A****Comment**

The facility does not currently have any volunteers employed.

Staff:Child Ratios and Supervision

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

Appropriate ratios were observed on this date.

Comment

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