



**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:** 3/12/2021    **VisitType:** Licensing Study    **Arrival:** 2:30 PM    **Departure:** 3:00 PM

**FR-35149**

**Halston, Janice M**

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**Regional Consultant**

Stacey Foston

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**Mailing Address**

1629 East Duffy Street  
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**Quality Rated:**

<b>Compliance Zone Designation</b>		
03/12/2021	Licensing Study	Good Standing
09/01/2020	Monitoring Visit	Good Standing
01/21/2020	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	1	0	0	0
1 & 2 Years	1	1	0	1	0
3 & 4 Years	1	4	0	0	0
School Age(5+) Years	1	4	0	0	0
<b>Total Under 13 Years</b>	3	10	0	1	0
<b>Total Under 18 Years</b>	3				

Children Present: 3	Total Children: 11
Caregivers/Helpers Present: 3	Total Caregivers/Helpers: 3

**Comments**

An Administrative Review was conducted on March 12, 2021. Staff files, children's files, training, and background checks were all reviewed. . A virtual inspection was conducted on March 18, 2021 with the Provider. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on February 15, 2021 was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 03/12/2021

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/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@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)

Janice Halston, Program Official

Date

Stacey Foston, Consultant

Date



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### Findings Report

**Date:** 3/12/2021    **VisitType:** Licensing Study    **Arrival:** 2:30 PM    **Departure:** 3:00 PM

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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 Virtual Visit was conducted due to the COVID-19 pandemic. Additional cleaning and sanitizing of toys and equipment due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on March 18, 2021.

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through visit, the children cots and bedding were stored as required. Currently there are no children enrolled in the program.

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

**N/A**

**Comment**

Home does not provide swimming activities.

### Children's Records

**Records Reviewed: 3**

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

Child # 1 Met

Child # 2 Met

Child # 3 Met

**Technical Assistance**

290-2-3-.08(2) - Reminded the Provider that all enrolled children, including school age children are required to have a current immunization record on file.

**Correction Deadline: 3/12/2021**

**Finding**

290-2-3-.08(4) requires the Home to maintain a file for each Child that includes known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which would limit the Child's participation in the program. It was determined based on a review of records that three of the seven enrolled children did not have the child's known allergies documented.

**POI (Plan of Improvement)**

The Home Provider will secure and maintain the missing Child's health information.

**Correction Deadline: 3/25/2021**

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walkthrough, an operable and appropriately sized fire extinguisher was observed in the home.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through, the Home appeared clean and free from hazards.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through on March 18, 2021, the outside area appeared clean and well maintained.

<b>Food Service</b>
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**290-2-3-.10 Food Service & Nutrition****Technical Assistance****Technical Assistance**

290-2-3-.10(3) - Please ensure the new updated infant feeding form is used. Discussed revision to the written feeding plans for children under the age of 1 years old. Age-appropriate solid foods (including cereal) shall not be given to infants or children less than one (1) year of age until recommended as developmentally appropriate by the child's primary care physician and indicated in writing by the Parent(s). As soon as the feeding plan indicates that a child is ready for solid foods, the child shall be fed from individual spoons and individual containers or dishes. A child shall not be fed directly from the original baby food container if the contents are to be fed to the child at more than one (1) meal or to more than one (1) child.

**Correction Deadline: 3/12/2021**

**Technical Assistance**

290-2-3-.10(8) - Discussed new revision to restricted food rule which states: Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

**Correction Deadline: 3/12/2021**

## Health and Hygiene

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

Met

#### Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through on this date, handwashing supplies were observed at the sinks. Discussed hand washing requirements with the Provider.

Correction Deadline: 1/21/2020

Corrected on 3/12/2021

.11(1)(j) - The previous citation was observed to be corrected. During the virtual visit the children were observed to wash their hands after a morning snack,

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

Met

#### Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through the diapering area was observed to be in good condition. There are no children requiring diapering enrolled at this time.

### 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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through on March 18, 2021, the appropriate number of children was observed in Family Child Care Learning Home.

## Safety and Discipline

### 290-2-3-.11 Discipline(CR)

Met

#### Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Discipline policy and practices were discussed with the Provider.

### 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.

**Technical Assistance**

290-2-3-.07(8) - Discussed with the Provider that all CPR and first aid training must have a hands on component to be accepted. The Provider has taken an online training and will contact a trainer to complete the hands on portion of the training.

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

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walkthrough on March 18, 2021. The program was in compliance with the Executive Order issued on February 15, 2021.

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**290-2-3-.07 Staff Training****Not Met****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 submitted during a virtual visit that one helper did not complete the health and safety orientation training as required.

**POI (Plan of Improvement)**

The Provider 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: 4/12/2021****Recited on 3/12/2021****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 submitted for an administrative review that the Helper and Provider did not complete the required ten hours of training for the year 2020.

**POI (Plan of Improvement)**

The Provider and helper will complete the required annual training by December 31, 2021. 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: 12/31/2021**

<b>Staff:Child Ratios and Supervision</b>
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**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. . Appropriate ratios were observed during the virtual visit.

**Technical Assistance**

290-2-3-.07(17) - Discussed new revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Adequate supervision was observed during the virtual walkthrough.