



**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:** 12/1/2020    **VisitType:** Licensing Study    **Arrival:** 9:30 AM    **Departure:** 11:15 AM

**FR-37133**

**Moore, Suzanne L**

1887 Englewood Way Snellville, GA 30078 Gwinnett County  
 (770) 710-8784 suzanne.moore1110@gmail.com

**Regional Consultant**

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@decals.ga.gov

**Mailing Address**  
Same

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
12/01/2020	Licensing Study	Good Standing
11/04/2019	Licensing Study	Good Standing
04/25/2019	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**

<b>Age Ranges</b>	<b>Children Present</b>	<b>Child For Pay</b>	<b>CAPS</b>	<b>Not for Pay</b>	<b>Provider Children</b>
Infant (0-11 mos)	0	0	0	0	0
1 & 2 Years	3	5	0	0	0
3 & 4 Years	1	1	0	0	0
School Age(5+) Years	0	0	0	0	0
<b>Total Under 13 Years</b>	4	6	0	0	0
<b>Total Under 18 Years</b>	4				
Children Present: 4		Total Children: 6			
Caregivers/Helpers Present: 2		Total Caregivers/Helpers: 2			

**Comments**

An Administrative Review was conducted on November 23, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on November 30, 2020 with the Provider. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on September 30, 2020 was reviewed during the virtual inspection.

Shared FAQ regarding Rule Changes effective October 1, 2020 and the new updated Infant feeding plan.

Plan of Improvement: Developed This Date 12/01/2020

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/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)

Suzanne Moore, Program Official

Date

Dianne Clarke, Consultant

Date



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### Findings Report

**Date:** 12/1/2020    **VisitType:** Licensing Study    **Arrival:** 9:30 AM    **Departure:** 11:15 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)**

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Toys and equipment observed to be clean and safe from hazardous conditions.

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Care is not provided for any infant required to be in a crib.

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. There is no pool on the property.

### Children's Records

**Records Reviewed: 4**

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

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met

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

Records were observed to be complete and well organized.

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**Facility**

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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. No hazards observed accessible to children on this date.

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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. The Home appears clean and free from hazards.

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

**Correction Deadline: 11/14/2019**

**Corrected on 12/1/2020**

**.13(2)(a) - The previous citation was observed to be corrected in that the weeds were observed to be removed. Discussed regarding ensuring to maintain the weeds on the playground.**

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**Food Service**

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**290-2-3-.10 Food Service & Nutrition****Met****Comment**

CACFP Meal Pattern Requirements: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk 5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk 2 of 5 Components for snack Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers. The Crediting Handbook for the CACFP can be located on DECAL and USDA's website: DECAL <http://decal.ga.gov/CACFP/Handbook.aspx> USDA <http://www.fns.usda.gov/cacfp/cacfp-handbooks>

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**Health and Hygiene**

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing requirements were discussed with the Provider on this date.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Provider on this date.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Per the provider no medication is currently dispensed.

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**Licensure**

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Appropriate number of children observed in Family Child Care Learning Home this date. There were four children and two adults present.

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**Safety and Discipline**

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**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. Regulations regarding proper discipline were discussed with the Provider on this date.

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. The provider does not provide routine transportation.

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**Staff Records**

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Criminal records checks were observed to be complete.

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**290-2-3-.07 First Aid & CPR** **Met**

**Comment**

Evidence observed that the provider and helper were certified in First Aid and CPR.

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on September 30, 2020.

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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 observation that a helper did not have evidence of Health and Safety Orientation training completed.

**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: 12/15/2020**

**Recited on 12/1/2020**

<b>Staff:Child Ratios and Supervision</b>
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**290-2-3-.07 Staff:Child Ratios(CR)** **Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Appropriate ratios were observed on this date.

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Adequate supervision observed on this date.