



**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: 6/3/2019

VisitType: Licensing Study

Arrival: 10:50 AM

Departure: 2:05 PM

FR-38971

McElrath, Wanda L

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Regional Consultant

Colleen Covey

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Mailing Address

Same

Quality Rated: ★

Compliance Zone Designation		
06/03/2019	Licensing Study	Good Standing
11/19/2018	Monitoring Visit	Good Standing
03/02/2018	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	2	4	0	0	0
3 & 4 Years	4	4	0	0	0
School Age(5+) Years	2	2	0	0	1
Total Under 13 Years	8	10	0	0	1
Total Under 18 Years	8				

Children Present: 8 Total Children: 11
Caregivers/Helpers Present: 1 Total Caregivers/Helpers: 3

More than 6 for pay
6 for pay present & no-pay present does not have a notorized no-pay statement

Comments

Follow up to the previous Monitoring Visit that was conducted on November 19, 2018 was completed on this date.

Plan of Improvement: Developed This Date 06/03/2019

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

Wanda McElrath, Program Official

Date

Colleen Covey, Consultant

Date



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Findings Report

Date: 6/3/2019 **VisitType:** Licensing Study **Arrival:** 10:50 AM **Departure:** 2:05 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 variety of equipment and toys were observed.

290-2-3-.19 Infant-Sleeping Safety Requirements(CR) **Not Evaluated**

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: 8

Records with Missing/Incomplete Components: 2

Child # 1 Met

Child # 2 Not Met

"Missing/Incomplete Components"

Proof of No Liability Insurance Form, Immunization Form - (.08)(2), Release Person Information - (.08)(10), Allergy/Medical Information - (.08)(4), Emergency Medical Authorization - (.08)(3), Physician & Emergency Contact Information - (.08)(1), Parents Names Missing - (.08)(1), Mom Home # Missing - (.08)(1), Mom Work # Missing - (.08)(1), Dad Home # Missing - (.08)(1), Dad Work # Missing - (.08)(1)

Child # 3 Met

Child # 4 Met

Child # 5	Met
Child # 6	Not Met
<u>"Missing/Incomplete Components"</u>	
Dad Work # Missing -(08)(1),Parents Names Missing -(08)(1),Mom Home # Missing -(08)(1),Mom Work # Missing -(08)(1),Dad Home # Missing -(08)(1),Physician & Emergency Contact Information - (08)(1),Immunization Form - (08)(2),Release Person Information - (08)(10)	
Child # 7	Met
Child # 8	Met

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

Not Met

Finding

290-2-3-.08(1) requires the Home to have a current and updated record for each Child in care and for a period of one (1) year after each Child leaves. Such records shall include: identifying information (Child's name, birth date, Parent's name, home and business addresses, telephone numbers); name, address and telephone number of persons, including Child's physician, to contact in emergencies; and name, address, telephone numbers, relationship to Child and to Parent(s) and other identifying information of person(s) to whom the Child may be released. It was determined by a review of records that two children did not have the required information on file.

POI (Plan of Improvement)

The Home Provider will obtain the missing information and maintain the Children's records as required.

Correction Deadline: 6/3/2019

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 by a review of records that two children did not have the required immunization record 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: 6/3/2019

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

Met

Comment

Home observed complete emergency drills

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

Met

Comment

The Home appears clean and free from hazards.

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

Met

Comment

The outside area appears clean and well maintained.

Food Service

290-2-3-.10 Food Service & Nutrition

Met

Comment

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 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>

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)

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)

Not Met

Finding

290-2-3-.04(1)(d) requires a person that provides care for more than six children for pay, related or unrelated, as defined in the rules, to make application to the Department for a license to operate as a Child Care Learning Center. It was determined by consultant's observation that the provider was caring for eight children on this date.

POI (Plan of Improvement)

The Family Child Care Learning Home caring for more than six children shall reduce the number of children in care to six. The Family Child Care Learning Home will submit an application for a Child Care Learning Center and receive a license to operate from the Department before caring for more than six children, related or unrelated, for pay.

Correction Deadline: 6/3/2019

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 by a review of records that one dog did not have current vaccinations on file. The dogs were observed unconfined in child care areas.

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: 6/3/2019

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

Pleasant interactions observed between the provider and children in care.

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

Complete first aid kit observed in the Family Child Care Learning Home

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.

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

290-2-3-.07(5) 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. This training must be completed prior to initial licensure for the Provider and within 90 days from date of hire for Provisional Employees and Employees. It was determined by a review of records that the provider did not have current CPR and First Aid training.

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.

Correction Deadline: 7/3/2019

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

Staff observed to be compliant with applicable laws and regulations.

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 by a review of records that the provider did not complete 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: 7/3/2019

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)**Met****Comment**

Adequate supervision observed on this date.