



**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:** 3/2/2018     **VisitType:** Licensing Study     **Arrival:** 10:20 AM     **Departure:** 12:10 PM

**FR-39131**

**Morris, Chastidy L**

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**Regional Consultant**

Morgan Stahl

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**Mailing Address**

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**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>		
03/02/2018	Licensing Study	Good Standing
07/18/2017	Monitoring Visit	Good Standing
04/10/2017	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>
<b>Infant (0-11 mos)</b>	1	1	0	0	0
<b>1 &amp; 2 Years</b>	2	2	0	0	0
<b>3 &amp; 4 Years</b>	1	1	0	1	0
<b>School Age(5+) Years</b>	0	0	0	0	0
<b>Total Under 13 Years</b>	4	4	0	1	0
<b>Total Under 18 Years</b>	4				
Children Present: 4		Total Children: 5			
Caregivers/Helpers Present: 2		Total Caregivers/Helpers: 2			

**Comments**

Plan of Improvement: Developed This Date 03/02/2018

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).

	<p><b>Reminder:</b> All employees of child care programs must be fingerprinted before <b>January 1, 2017</b>. For instructions and to submit records check applications online, please visit <a href="http://www.decalkoala.com">www.decalkoala.com</a>. You are encouraged not to wait and to complete the process as soon as possible.</p>
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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.

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**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.al.ga.gov](mailto:CCSRefutations@dec.al.ga.gov).

- 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.al.ga.gov/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.

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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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.ga.gov/>  
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.al.ga.gov](mailto:qualityrated@dec.al.ga.gov)

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Chastidy Morris, Program Official

Date

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Morgan Stahl, Consultant

Date



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### Findings Report

**Date:** 3/2/2018      **VisitType:** Licensing Study      **Arrival:** 10:20 AM      **Departure:** 12:10 PM

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The following information is associated with a Licensing Study:

<b>Activities and Equipment</b>
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**290-2-3-.12 Equipment and Supplies(CR)**

**Met**

**Comment**

All required equipment observed secured.

**Correction Deadline: 3/2/2018**

**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 observation than an infant was sleeping in a pack-and-play with loose sheets.

**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: 3/2/2018**

**Finding**

290-2-3-.19(2) requires that a Family Child Care Learning Home shall provide a safe sleep environment in accordance with American Academy of Pediatrics (AAP), Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials (ASTM) recommendations as listed in these rules for all infants and one-year-old children when placed for sleep in a safety approved crib or in any other type of equipment approved for infant sleep. Staff shall place an infant to sleep on the infant's back unless the Parent has provided a physician's written statement authorizing another sleep position for that particular infant that includes how the infant shall be placed to sleep and a time frame that the instructions are to be followed. When an infant can easily turn over from back to front and back again, Staff shall continue to put the infant to sleep initially on the infant's back, but allow the infant to roll over into his or her preferred positions and not re-position the infant. Sleepers, sleep sacks and wearable blankets that fit according to the commercial manufacturer's guidelines and will not slide up around the infant's face may be used when necessary for the comfort of the sleeping infant, however swaddling shall not be used unless the Home has been provided a physician's written statement authorizing its use for a particular infant that includes instructions and a time frame for swaddling the infant. Staff shall not place objects or allow objects to be placed in or on the crib with an infant such as but not limited to toys, pillows, quilts, comforters, bumper pads, sheepskins, stuffed toys, or other soft items and shall not attach objects or allow objects to be attached to a crib with a sleeping infant such as but not limited to crib gyms, toys, mirrors and mobiles. It was determined based on observation that an infant was sleeping in a pack-and-play with a loose blanket.

**POI (Plan of Improvement)**

The Home Provider will ensure that safe sleep requirements for infants are followed as required.

**Correction Deadline: 3/2/2018**

**Finding**

290-2-3-.19(2)(c) requires that infants shall only sleep in a safety approved crib or other equipment approved for infant sleep as described in 290-2-3-.19(1)(a) and shall not sleep in any other equipment, such as, but not limited to, a car safety seat, bouncy seat, highchair, or swing. Infants who arrive at the facility asleep or fall asleep in such equipment or on the floor shall be transferred to a safety approved crib or other equipment approved for infant sleep. It was determined based on observation that two children were sleeping in bouncy seats and were not transferred to approved sleeping equipment.

**POI (Plan of Improvement)**

The Home Provider will move infants who fall asleep in equipment other than a safety-approved crib such as a car safety seat, highchair or swing, or on the floor, to a safety-approved crib.

**Correction Deadline: 3/2/2018**

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

**Met**

**Comment**

Home does not provide swimming activities.

**Children's Records**

**Records Reviewed: 4**

**Records with Missing/Incomplete Components: 2**

Child # 1 Not Met  
"Missing/Incomplete Components"  
Immunization Form - (.08)(2)

Child # 2 Met

Child # 3 Not Met  
"Missing/Incomplete Components"

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

Child # 4

Met

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

**Not Met**

**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 review of records that there were no current immunization records on file for three of five enrolled children.

**POI (Plan of Improvement)**

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

**Correction Deadline: 3/2/2018**

**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 review of records that two of five children's records did not include allergy or disability information.

**POI (Plan of Improvement)**

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

**Correction Deadline: 3/2/2018**

**Facility**

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

**Not Met**

**Technical Assistance**

290-2-3-.11(2)(a) - Updated emergency preparedness template provided on this date.

**Correction Deadline: 3/12/2018**

**Comment**

The consultant observed operable fire extinguisher. The smoke detector was not tested on this date as children were sleeping during the time of the visit.

**Correction Deadline: 3/12/2018**

**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 review of records that there was no documentation of fire drills for January and February, 2018. Further, the home did not maintain documentation of emergency drills conducted in 2017.

**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: 3/30/2018**

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**290-2-3-.13 Physical Plant-Structural/Mechanical(CR)****Met****Correction Deadline: 7/18/2017****Corrected on 3/2/2018****.13(1)(e) - Electrical outlets observed inaccessible.**

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

The consultant observed the outdoor play area to be undergoing work, during the work the home is using the back patio area for outdoor play. Please ensure the outdoor area is inspected prior to use following inclement weather.

**Correction Deadline: 3/2/2018**

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**Food Service**

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**290-2-3-.10 Food Service & Nutrition****Technical Assistance****Technical Assistance**

290-2-3-.10(4) - Please ensure infant feeding plans are updated regularly.

**Correction Deadline: 3/2/2018**

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**Health and Hygiene**

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**290-2-3-.11 Children's Health and Hygiene(CR)****Not Met****Finding**

290-2-3-.11(1)(j) requires children's hands to be washed with liquid soap and warm running water: immediately upon arrival for the day and re-entering the child care area after outside play; before and after eating meals and snacks, handling or touching food, and playing in water; after toileting and diapering, playing in sand, touching animals or pets, contact with bodily fluids such as, but not limited to, mucus, saliva, vomit or blood, and after contamination by any other means. It was determined based on observation that a child's hands were not washed following diapering.

**POI (Plan of Improvement)**

To ensure proper hygiene, all children will wash their hands with liquid soap and warm running water as required.

**Correction Deadline: 3/2/2018**

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

Diapering surface observed to be disinfected after use.

**Correction Deadline: 3/2/2018**

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

Per Provider, medication is not currently dispensed at the home.

**Correction Deadline: 3/2/2018**

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**Licensure**

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

**Comment**

The consultant observed three unrelated children for pay and one unrelated child not for pay.

**Correction Deadline: 3/2/2018**

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**Policies and Procedures**

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**290-2-3-.20 E-mail Contact Information** **Met**

**Comment**

Contact information current.

**Correction Deadline: 3/2/2018**

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**Safety and Discipline**

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**290-2-3-.11 Animals** **Met**

**Comment**

290-2-3-.11(1)(n) Vaccination record observed for one dog in the home.

**Correction Deadline: 3/2/2018**

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

**Comment**

Pleasant interactions observed between the provider and children in care.

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

**Comment**

Please replace expired antibiotic ointment.

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

**Comment**

The provider does not provide routine transportation. Transportation requirements discussed with Provider for future transportation plans.

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**Staff Records**

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**290-2-3-.21 Criminal Records Check(CR)** **Met**

**Comment**

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 one employee have current First Aid and CPR certification.

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

**Comment**

Consultant observed staff in compliance with applicable laws and regulations.

**Correction Deadline: 8/17/2017****Corrected on 3/2/2018****.07(4) - Health and safety orientation observed completed by Provider. Requirements for helpers discussed.****Technical Assistance**

290-2-3-.07(6) - Training requirements for employees discussed with Provider.

**Correction Deadline: 4/1/2018****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 review of records that the Provider did not have documentation of 10 hours of approved training for 2017. Six hours of training for 2017 were observed.

**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: 4/1/2018**

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

Appropriate ratios were observed on this date.

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

Adequate supervision observed on this date.