





**Reminder:** All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit [www.decalkoala.com](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.

You have received permission to operate and the form received with this report is intended to serve as a temporary license which is **valid for thirty(30) days**. Your actual license/ will be emailed to you upon receipt of the licensing fee. You may pay the licensing fee either online at <http://www.dec.ga.gov/> or by certified check or money order mailed to: Bright from the Start, 2 Martin Luther King Jr. Drive SE, Suite 670 East Tower, Atlanta, GA 30334

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.ga.gov](mailto:CCSRefutations@dec.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.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.

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.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.ga.gov](mailto:qualityrated@dec.ga.gov)

Aura Vizcaya, Program Official

Date

Iko Blackmon, Consultant

Date



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

### Findings Report

**Date:** 6/28/2018    **VisitType:** Initial Licensing Study    **Arrival:** 11:00 AM    **Departure:** 3:00 PM

**FR-49108**

**Vizcaya, Aura E**

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**Mailing Address**  
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**Regional Consultant**

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The following information is associated with a Initial Licensing Study:

### Activities and Equipment

#### 290-2-3-.12 Equipment and Supplies(CR)

Not Met

##### Finding

290-2-3-.12(7) requires all indoor and outdoor furniture and equipment shall be secured if equipment and furniture is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. Potentially unstable equipment and furniture that might injure a child if not secured include, but are not limited to, televisions, chests of drawers, bookcases, shelving, cabinets and fish tanks. Examples of items not required to be secured include, but are not limited to, child-sized tables and chairs, rocking chairs, and cribs. It was determined, based on Consultant observation, that a water cooler, located in the outdoor play area, was not secured and posed a tipping hazard.

##### POI (Plan of Improvement)

The Provider stated that the Home will secure/attach the water cooler to a post located in the outdoor play area. The Provider also stated that the Home will ensure that all potentially dangerous equipment is maintained secure.

**Correction Deadline: 7/6/2018**

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

Met

##### Comment

On this date, Consultant observed one (1) of one (1) play yard (pack 'n' play) that will be used for sleeping and resting, to meet Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials International (ASTM) safety standards. Consultant also discussed all Infant Safe Sleeping and Resting requirements with the Provider, prior to the visit and on this date. Further, Consultant observed the correct number of cots, sheets and covers, and discussed cot disinfecting requirements with the Provider on this date.

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

On this date, no pool or swimming equipment was observed on the premises of the Home. The Provider stated that the FCCLH program will not participate in Swimming activities. Consultant discussed Swimming requirements with the Provider, prior to the visit and on this date. Consultant also stated to the Provider that prior to participating in Swimming activities, in water two (2) feet in depth or greater, the Home is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review Swimming Rules.

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

Please be mindful to keep items that pose a hazard inaccessible to children.

**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)****Not Met****Finding**

290-2-3-.13(2)(d) requires that outside play areas be protected from traffic or other hazards by fencing or other barriers at least four feet in height and approved by the Department. Fencing material shall not present a hazard to children. A fence shall be provided around swimming pools to make them inaccessible when not in use. It was determined, based on Consultant observation, that the outdoor deck area that will be used for children's play, was enclosed with a fence that measured approximately three (3) feet, two (2) inches in height, rather than four (4) feet as required.

**POI (Plan of Improvement)**

The Provider stated that the Home will add Department - approved fencing to the outdoor play deck area that measures at least four (4) feet in height.

**Correction Deadline: 7/9/2018**

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

The Home was not operating and there were no children enrolled or present on this date. Consultant discussed proper hand washing of children and staff with the Provider, prior to the visit and on this date.

**290-2-3-.11 Diapering Areas & Practices(CR)****Technical Assistance****Technical Assistance**

290-2-3-.11(1)(f) - The Home was not operating and no children were enrolled or present during the visit. Consultant discussed the diapering surface/pad with the Provider. The pad was textured on the top side, but smooth and non - porous on the bottom side. The Provider turned the pad to the smooth side during the visit. Consultant discussed with Provider to ensure that all areas of the diapering surface are completely non - porous. The Provider stated that a new diapering pad was ordered, with a smooth, non - porous surface on all sides, and delivery expected within five (5) business days.

**Correction Deadline: 6/28/2018**

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

No children were enrolled in the program or present on this date. Consultant observed Department - approved medication authorization forms that the Home will use as required. Consultant also discussed medication Rules and requirements with the Provider, prior to the visit and on this date.

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<b>Licensure</b>
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**290-2-3-.04 Application Requirements(CR)****Met****Comment**

On this date, Consultant observed the Provider to meet Application Requirements, and discussed Application Requirements with the Provider. Per Zoning, the Licensed capacity of the Family Child Care Learning Home was limited to a maximum of five (5) non - related children, and the Provider's two (2) children who reside in the Home. During the visit, the Home was not operating and no children were enrolled or present.

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<b>Safety and Discipline</b>
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**290-2-3-.11 Discipline(CR)****Met****Comment**

The Home was not operating and there were no children enrolled or present on this date. Consultant discussed the Home's discipline policy and discussed regulations regarding proper discipline with the Provider, prior to the visit and on this date.

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

Please replace/add missing/expired item(s) in first aid kit(s).

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

The Provider stated that the Home will not provide routine Transportation and Field Trips at this time. Consultant discussed with Provider, prior to the visit and on this date, all requirements needed in order to transport and conduct field trips with children. Consultant stated to Provider that prior to providing Transportation and/or Field Trips, the Home (Provider and/or Home Employee; if operating the vehicle) is required to maintain on the vehicle; a current driver's license, complete first - aid kit and fire extinguisher, emergency medical forms regarding each child being transported on the vehicle, and appropriate individual child safety restraints (seat belt, car seat, etc.), in accordance with current State and Federal laws. Consultant also stated to the Provider, that the Home is required to ensure that children are directly supervised on the vehicle by Staff at all times, and that all parental agreements regarding Transportation and Field Trips, are completed and maintained on file. Further, Consultant stated to the Provider that prior to providing Transportation and/or Field Trips, the Home is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review all Transportation and Field Trip Rules.

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<b>Staff Records</b>
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**290-2-3-.21 Criminal Records Check(CR)****Met****Comment**

On this date, Consultant observed a Satisfactory Gemalto COGENT Criminal Records Check Determination letter, regarding the Provider. Consultant also discussed all Gemalto COGENT Criminal Records Check requirements with the Provider, prior to the visit and on this date. Further, the Provider also stated to the Consultant that no other person(s) age 17-years or older, currently reside or work in the Home.

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

On this date, Consultant observed the Provider to meet all qualifications and applicable laws. Consultant also discussed with the Provider that all newly hired Staff (Helpers), are required to complete Helper Orientation, Health and Safety Orientation and CPR - First - Aid Training within 90 days of hire and maintain/keep current as needed, and that the Provider and Helper are required to complete 10 - hours training annually.

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

The Home was not operating, and there were no children enrolled or present on this date. Consultant discussed proper Staff: child ratios with the Provider, prior to the visit and on this date.

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

The Home was not operating, and there were no children enrolled or present on this date. Consultant discussed proper supervision and watchful oversight, with the Provider, prior to the visit and on this date. Consultant also obtained a signed and dated written Supervision Plan from the Home, regarding bathrooms, areas of the Home not within direct line of sight, and areas of the Home not Licensed for child care.