



Please refer to the website, <http://www.decal.ga.gov/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

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.decal.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@decal.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://decal.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).

Get started today! Sign up by completing a short online application: <https://qualityrated.decal.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@decal.ga.gov

Elizangela Collins, Program Official

Date

Tamra Thomas, 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: 10/17/2018 **VisitType:** Initial Licensing Study **Arrival:** 9:30 AM **Departure:** 2:20 PM

FR-49868

Collins, Elizangela P

3148 Willow Grove Circle Marietta, GA 30067 Cobb County
(404) 246-5463 elizangela_collins@aol.com

Mailing Address
Same

Regional Consultant

Tamra Thomas

Phone: (770) 405-7962
Fax: (404) 591-6172
tamra.thomas@dec.al.ga.gov

The following information is associated with a Initial Licensing Study:

Activities and Equipment

290-2-3-.09 Activities

Met

Comment

290-2-3-.09(1) The consultant observed a posted daily schedule and lesson plan that had a variety of daily planned activities appropriate for the childrens' ages and developmental levels.

Correction Deadline: 10/17/2018

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

Met

Comment

290-2-3-.12(5) The consultant discussed with the provider to ensure all indoor activity materials, and equipment shall be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint and kept clean. The consultant did not observe any hazardous indoor materials and equipment on this date.

Correction Deadline: 10/17/2018

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

Met

Comment

290-2-3-.19(1)(a) The consultant observed two (2) pack n' plays with the original pads that will be used for infant naptime. The consultant discussed with the provider to ensure cribs used shall be safety approved in compliance with Consumer Product Safety Commission (CPSC), and American Society of Testing and Materials International (ASTM) safety standards. In addition, any other equipment, such as, but not limited to, a portable crib, playpen, play yard or bassinet, shall be in compliance with current ASTM Standard Consumer Safety Specifications for non-full-size baby cribs/play yards.

Correction Deadline: 10/17/2018

Comment

290-2-3-.19(1)(b)1 The consultant observed the provider to have a two (2) inch mats and cots used for children one (1) years and older made of sound construction and of sufficient size to accommodate children.

Correction Deadline: 10/27/2018

Comment

The provider stated, swimming activities will not be provided. The consultant advised the provider to contact the regional consultant before swimming activities are provided, and to ensure DECAL swimming rules and regulations are followed.

Children's Records

Records Reviewed: 2

Records with Missing/Incomplete Components: 2

Child # 1 Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2)

Child # 2 Not Met

"Missing/Incomplete Components"

Release Person Information - (.08)(10),Immunization Form - (.08)(2)

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

Technical Assistance

Technical Assistance

290-2-3-.08(1) - The consultant discussed with the provider to ensure enrollment records include information of release persons.

Correction Deadline: 10/17/2018

Technical Assistance

290-2-3-.08(2) - The consultant discussed with the provider to ensure the required immunization records are on file within thirty (30) days of enrollment.

Correction Deadline: 10/17/2018

Comment

290-2-3-.08(9) The consultant discussed with the provider to ensure the parent or person(s) authorized by the parent/guardian to drop off and pick up the child document the time and signature/initials of drop-off and pick-up times. The arrival and departure records shall be made available to the department in printed or written form upon request.

Correction Deadline: 10/17/2018

290-2-3-.08 Parental Authorization(CR)

Met

Comment

Parent authorizations obtained/completed.

Facility

290-2-3-.08 Physical Plant - Safe Environment

Met

Comment

290-2-3-.08(15) The consultant obtained a copy of the water and sewer bill to confirm sewer system.

Correction Deadline: 10/17/2018

Technical Assistance

290-2-3-.11(2)(c) - The consultant discussed with the provider the required emergency drills and provided the updated emergency drill form on this date. The provider will ensure the fire drills are completed monthly, and other drills are completed at the frequency listed on the form.

Correction Deadline: 11/16/2018

Technical Assistance

290-2-3-.11(2)(f) - The consultant discussed with the provider to ensure any hazardous items are stored in a locked areas or inaccessible to children. The consultant discussed with the provider to ensure any hazardous items such as personal hygiene products, lotions, medication creams and cleaning supplies are stored inaccessible to the children.

Correction Deadline: 10/17/2018

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

The room used for the daycare appears clean and free from hazards. The consultant discussed with the provider to ensure any equipment of weight and mass is secured to remove possible tip over hazards. The provider did not have any equipment of weight and mass observed during this visit.

290-2-3-.13 Playgrounds(CR)**Not Met****Finding**

290-2-3-.13(2)(a) requires that outdoor play areas be kept clean and free of hazards such as exposed sharp corners of concrete or equipment, rust and splinters on equipment, broken glass, open drainage ditches, holes and stagnant water. It was determined based on observation, the provider had active ant beds, pine cones, gumballs that posed a potential hazard. The a/c units were observed to be accessible to the children on this date.

POI (Plan of Improvement)

The Home will repair any and all identified outdoor hazards and will monitor playground daily or more often as needed to ensure that the Home's outdoor play area is kept clean and free of hazards.

Correction Deadline: 10/27/2018

Finding

290-2-3-.13(2)(c) requires that climbing and swinging equipment that are not portable have a resilient surface beneath the equipment and the fall zone from such equipment, which is adequately maintained by the Home to assure continuing resiliency. It was determined based on observation, the provider had a six (6) foot swing set that did not meet the required fall zone of twelve (12) foot in the front and back of the swing set.

POI (Plan of Improvement)

The Home will ensure that there is an adequate resilient surface under and in the fall zone of climbing and swinging equipment. The provider stated, the swing set will be removed.

Correction Deadline: 10/19/2018

Comment

290-2-3-.13(2)(d) The provider has a six (6) foot privacy wood fence on the left and back side of the backyard. The provider stated, the right side four (4) foot chained fence is in the process of being exchanged for a privacy wood fence to match the left and back side wood fence.

Correction Deadline: 10/17/2018

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://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

Comment

290-2-3-.10(5) The consultant discussed with the provider to ensure enrolled infant formula bottles are labeled with the individual child's name and current date. Any unused formula or milk shall be discarded or returned to the Parent at the end of the day.

Correction Deadline: 10/17/2018

290-2-3-.10 Kitchen Operations**Met****Comment**

290-2-3-.10(8) The consultant observed the refrigerator to be at three (3) degrees, and the provider will add a thermostat to the freezer to ensure the freezer is maintained at zero (0) degrees or below. The provider will ensure all perishable and potentially hazardous foods are refrigerated and served promptly after cooking. Hot foods shall be maintained at a temperature of 140 degrees or above except during serving.

Correction Deadline: 10/17/2018

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)**Met****Comment**

The provider stated medication will not be dispensed. The consultant discussed proper medication documentation and procedures, and the provider will contact the regional consultant before medication is provided to ensure current forms and medication procedures are being followed.

Licensure

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

The provider was caring for two (2) children for pay on this date. The provider is being licensed to serve six (6) children ages two (2) months through five (5) years of age.

Policies and Procedures

290-2-3-.14 Required Reporting

Met

Comment

290-2-3-.14(1) The consultant discussed with the provider to report to the department within twenty-four (24) hours or the next work day: any death of a child while in the care of the home; any serious illness or injury requiring hospitalization or professional medical attention other than first aid administered by the provider, provisional employee or employee of the home; any fire; any structural disaster; the closing of the home and any situation when a child in care becomes missing, such as, but not limited to, a child who is left on a vehicle, a child who leaves the building, playground, or property, or a child who is left behind on any trip.

Correction Deadline: 10/17/2018

Safety and Discipline

290-2-3-.11 Animals

Met

Comment

The consultant observed the provider to have a Shih Tzu dog with appropriate vaccination records on this date.

Comment

290-2-3-.11(o)The consultant and provider observed a stray cat on the backyard premises. DECAL rules require the home control pets and other animals to ensure animals are not a hazard to the children or anyone on the premises. No animal that may be vicious is permitted on the premises while children are present. Farm animals cannot be housed within 500 feet of the home.

Correction Deadline: 10/27/2018

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)

Met

Comment

The provider does not provide routine transportation. The consultant discussed with the provider to contact the regional consultant before transportation is provided to ensure transportation training, vehicle inspection, and transportation forms and requirements are being followed.

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 Staff Qualifications(CR)

Met

Comment

Staff observed to be compliant with applicable laws and regulations.

Staff:Child Ratios and Supervision

290-2-3-.07 Staff:Child Ratios(CR)**Met****Comment**

Appropriate ratios were observed on this date. The consultant observed the provider to care for two (2) children on this date for pay. The consultant discussed with the provider DECAL ratios on this date.

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

The provider was observed directly supervising and being attentive to the needs of the children. The consultant discussed with the provider to ensure during meal preparation that the children are being supervised by sight and sound unseen.