



**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:** 8/11/2020 **VisitType:** Licensing Study

**Arrival:** 1:00 PM

**Departure:** 2:00 PM

**FR-50016**

**Daniels, Mary K**

6482 Klinect Court, Apt A Norcross, GA 30092 Gwinnett County  
(470) 334-1790 maryskids2008@hotmail.com

**Mailing Address**  
Same

**Regional Consultant**

Jennifer Bailey

Phone: (770) 357-7024

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jennifer.bailey@dec.al.ga.gov

Joint with: Karyn Presley, Leena Mitchell

**Quality Rated:** No

<u>Compliance Zone Designation</u>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
08/11/2020	Licensing Study	Good Standing	
02/10/2020	Monitoring Visit	Good Standing	
09/12/2019	Licensing Study	Good Standing	

**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	1	1	0	0	0
3 & 4 Years	3	4	0	0	0
School Age(5+) Years	0	1	0	0	0
Total Under 13 Years	4	6	0	0	0
Total Under 18 Years	4				
Children Present: 4 Total Children: 6					
Caregivers/Helpers Present: 1 Total Caregivers/Helpers: 1					

**Comments**

An Administrative Review was conducted on August 12, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on August 11, 2020 with the Provider. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on June 16, 2020 was reviewed during the virtual inspection

Plan of Improvement: Developed This Date 08/11/2020

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/RuleAndRegulations.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://www.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)

Mary Daniels, Program Official

Date

Jennifer Bailey, Consultant

Date

Karyn Presley, Consultant

Date

Leena Mitchell, Consultant

Date



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### Findings Report

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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)**

**Technical Assistance**

**Comment**

Currently the provider is not caring for infants and does not have children in cribs.

**Technical Assistance**

Consultant discussed the following rule with the Provider- 290-2-3-.19(1)(b)2 requires that cots and mats must be used by the same child daily and marked for individual use.

**Correction Deadline: 8/11/2020**

**Technical Assistance**

Consultant discussed the following rule with the Provider- 290-2-3-.19(1)(b)3 requires that sheets or similar coverings for cots or mats shall either be marked for individual use or laundered daily. If individually marked, they must be laundered weekly or more frequently if needed.

**Correction Deadline: 8/11/2020**

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

**Met**

**Comment**

Per the Provider, the Home does not provide swimming activities.

### Children's Records

**Records Reviewed: 4**

**Records with Missing/Incomplete Components: 3**

Child # 1

Not Met

"Missing/Incomplete Components"

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Emergency Medical Authorization - (.08)(3)

Child # 2 Met

Child # 3 Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2)

Child # 4 Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2), Emergency Medical Authorization - (.08)(3)

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**290-2-3-.08 Children's Records****Not Met****Technical Assistance**

Consultant discussed the following rule with the Provider on this date: 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. Discussed ensuring that forms are updated and that all required areas are addressed.

**Correction Deadline: 8/11/2020****Comment**

Consultant discussed the following rule with the Provider: 290-2-3-.08(11) requires that if the Home is not covered by liability insurance sufficient to protect its clients, the Home must notify the Parent of each Child under the care of the program in writing. Each Parent must acknowledge receipt of such notice, and a copy of the acknowledgement shall be kept in the Child's file.

**Correction Deadline: 8/11/2020****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 a review of records that three of six children had expired immunizations on file. Additionally, one child's immunization was not the required Georgia 3231 form.

**POI (Plan of Improvement)**

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

**Correction Deadline: 8/11/2020**

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**290-2-3-.08 Parental Authorization(CR)****Not Met****Finding**

290-2-3-.08(3) requires the Home to obtain Parental authorization at the time of a Child's enrollment for emergency medical care when the Parent is not available. It was determined based on a review of records that four out of six enrolled child did not have an emergency medical authorization on file.

**POI (Plan of Improvement)**

The Home Provider will have authorization for emergency medical care completed by the Parent for Children enrolled.

**Correction Deadline: 8/21/2020**

<b>Facility</b>
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**290-2-3-.13 Physical Plant - Safe Environment****Technical Assistance****Technical Assistance**

Consultant discussed the following rule with the Provider. 290-2-3-.13(1)(f) requires that fans be positioned or installed so as to be inaccessible to children.

**Correction Deadline: 8/11/2020****290-2-3-.11 Physical Plant - Safe Environment(CR)****Met****Comment**

An operable and appropriately sized fire extinguisher was observed in the home this date.

**Comment**

Operable smoke detector(s) were observed as required in the home this date.

**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.

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

Consultant discussed the following rule with Provider. 290-2-3-.11(1)(i) requires that personnel shall wash their hands with liquid soap and warm running water: immediately before and after each diaper change; immediately upon the first Child's arrival in the Home for care and upon re-entering the Home after outside play; before and after dispensing oral medications and applying topical medications, ointments, creams or lotions, handling and preparing food, eating, drinking, preparing bottles, feeding or assisting children with eating and drinking; after toileting or helping children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids such as, but not limited to, mucus, saliva, vomit or blood, and after contamination by any other means.

**Correction Deadline: 8/11/2020****Technical Assistance**

Consultant discussed the following rule with the Provider- 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.

**Correction Deadline: 8/11/2020****290-2-3-.11 Diapering Areas & Practices(CR)****Met****Comment**

Consultant discussed diapering requirements with the Provider on this date.

**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)

Met

#### Comment

Consultant observed four unrelated children for pay on this date.

## 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 based on a review of records that the Provider did not provide vaccination records for one dog observed in the Home. Also discussed ensuring the dog is not in the child care areas when children are present with the Provider.

#### 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: 8/14/2020**

### 290-2-3-.11 Discipline(CR)

Met

#### Comment

Pleasant interactions observed between the provider and children in care. Provider stated that one minute time out per age of child is used.

### 290-2-3-.11 First Aid Kit

Met

#### Comment

Please remember to replace expired ointments in first aid kit.

### 290-2-3-.11 Transportation(CR)

Met

#### Comment

Per the provider statement no transportation provided.

## 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

Defer

#### Defer

290-2-3-.07(8)- Previous citation regarding CPR/First Aid training has been deferred due to the Provider having evidence of completing an online only CPR/First Aid course. The Department does not accept online only CPR. The Consultant also took into account COVID-19, therefore the Consultant gave the Provider until September 30, 2020 to complete the in-person CPR component. Consultant gave technical assistance and resources to the Provider regarding in-person CPR.

**POI (Plan of Improvement)**

The Provider stated CPR and First Aid is being completed in her home on Sunday, February 16, 2020.

Previously Cited: 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.

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. The Home will ensure that there is always a Staff person on the Home's premises and on any field trip whenever any Child is present.

**Correction Deadline: 3/2/2020**

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

290-2-3-.07(27) - The COVID-19 Child Care Operations Checklist was reviewed with the Provider on this date. A copy of the checklist was also given to the Provider.

**Correction Deadline: 8/11/2020**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

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**290-2-3-.07 Staff Training****Not Met****Finding**

290-2-3-.07(9) requires that every calendar year, after the first year of employment the Provider, and any Provisional Employees or and Employees, shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department- approved source. 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 shall be maintained in the Home by the Provider, as required by these rules. It was determined based on a review of records that the Provider had evidence of completing six out of ten training hours for 2019.

**POI (Plan of Improvement)**

The Home will obtain the required annual training for Staff 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: 12/31/2020**

<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.