



**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: 12/6/2017 **VisitType:** Licensing Study **Arrival:** 10:55 AM **Departure:** 12:20 PM

FR-9900102642

Weatherspoon, Retha R.

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Regional Consultant

Beth Houtz

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Quality Rated:

Compliance Zone Designation		
12/06/2017	Licensing Study	Support
03/08/2017	Monitoring Visit	Good Standing
11/15/2016	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	6	6	0	0	0
3 & 4 Years	0	1	0	1	0
School Age(5+) Years	0	1	0	0	0
Total Under 13 Years	6	8	0	1	0
Total Under 18 Years	6				

Children Present: 6	Total Children: 9
Caregivers/Helpers Present: 3	Total Caregivers/Helpers: 3

Comments

The purpose of today's visit is a licensing study this is the first visit of the fiscal year. The provider does not provide transportation. A One Day letter was left with the provider.

Plan of Improvement: Developed This Date 12/06/2017

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).



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. You are encouraged not to wait and to complete the process as soon as possible.

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.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.

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

Retha Weatherspoon, Program Official

Date

Beth Houtz, 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

Observed-Variety Of Equipment

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

Met

Comment

No enrolled children in cribs. Consultant discussed mat sanitation with provider.

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

Met

Comment

No Swimming Activities Provided

Children's Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 5

Child # 1

Not Met

"Missing/Incomplete Components"

Proof of No Liability Insurance Form

Child # 2

Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2)

Child # 3

Not Met

"Missing/Incomplete Components"

Proof of No Liability Insurance Form

Child # 4 Not Met
"Missing/Incomplete Components"
Proof of No Liability Insurance Form

Child # 5 Met

Child # 6 Not Met
"Missing/Incomplete Components"
Immunization Form - (.08)(2)

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

Not Met

Finding

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. It was determined based on a review of records that three of the six records reviewed did not have a copy of the no liability acknowledgement in the record as required.

POI (Plan of Improvement)

The Home Provider will obtain and maintain documentation.

Correction Deadline: 12/20/2017

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 two of the six records reviewed did not have evidence of age-appropriate immunizations as required.

POI (Plan of Improvement)

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

Correction Deadline: 12/20/2017

Facility

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

Not Met

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 provider's statement that the emergency drill documentation could not be located.

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: 1/5/2018

Comment

Observation-No Hazards Accessible

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

Home Clean, Free of Hazards

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 on this date based upon the consultant's observation that the following potential hazards existed on the playground:

- The tongue on the caterpillar tunnel was broken and cracked in three places presenting a potential entrapment and scratching hazard.
- The cover on the turtle sand box was split on one side posing a potential pinching hazard.

POI (Plan of Improvement)

To ensure the health and safety of children, the Home Provider will repair or remove the pieces of broken equipment.

Correction Deadline: 12/13/2017**Recited on 12/6/2017****Correction Deadline: 3/22/2017****Corrected on 12/6/2017**

.13(2)(c) - This citation was observed to be corrected on this date. The provider has added material to increase the height of the fence.

Technical Assistance

290-2-3-.13(2)(d) - The consultant discussed with the provider the gate at the end of the driveway. The gate is part of the fencing that goes around the playground area. When the consultant arrived the gate was open. The provider stated that when the children go outside to play that the provider shuts the gate before the children play on the playground.

Correction Deadline: 12/6/2017

Health and Hygiene

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

Staff Stated Proper Knowledge

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

Staff Stated Proper Knowledge

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

Provider stated that no medication is currently dispensed.

Licensure

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

Appropriate number of children

Safety and Discipline

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

Comment

Appropriate Vaccination Records

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

Comment

Observed-Discussion/Redirection

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

Comment

No Routine Transportation Provided

Staff Records

290-2-3-.21 Criminal Records Check(CR) **Not Met**

Finding

290-2-3-.21(1)(a) requires the Home to ensure that the Provider, every actual and potential Employee and Provisional Employee has a Satisfactory Records Check Determination before the individual is present at the Home while any child is present at the Home. It was determined on this date based upon the consultant's observation that the helper in the home did not have a satisfactory records check determination on file.

POI (Plan of Improvement)

The Home Provider will obtain the required satisfactory records check determination(s). The Home will ensure that the Provider, every actual and potential Employee and Provisional Employee has a Satisfactory Records Check Determination. A one-day-letter was left on this date.

Correction Deadline: 12/8/2017

Recited on 12/6/2017

Finding

290-2-3-.21(1)(g) requires all Provisional Employees hired on or after January 1, 2014 to have a satisfactory Preliminary Records Check Determination. A Provisional Employee cannot reside at the Home or be present at the Home while children are present for care for more than 21 days from the date of hire or first day of residency without first submitting both a Fingerprint Records Check Application to the Department and Fingerprints to an authorized fingerprint processing site. It was determined based on a review of records and provider's statement that the provisional employee hired on December 6, 2107 did not have a satisfactory Preliminary Records Check Determination as required.

POI (Plan of Improvement)

The Home Provider will ensure that every Provisional Employee meets all applicable records check requirements.

Correction Deadline: 12/6/2017

290-2-3-.07 First Aid & CPR **Met**

Comment

Observed-Provider Certified First Aid & CPR

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

Comment

Staff qualifications/compliance with law

Staff:Child Ratios and Supervision

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

Met

Comment

Appropriate Ratios Observed

290-2-3-.07 Supervision(CR)

Met

Comment

Observed-Adequate Supervision