



**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: 6/11/2020 **VisitType:** Licensing Study **Arrival:** 9:00 AM **Departure:** 9:20 AM

FR-9900105365

Knight, Tamera F

670 SPRING FOREST DRIVE Lawrenceville, GA 30043 Gwinnett County
(678) 910-9057 rstknight@gmail.com

Mailing Address

670 SPRING FOREST DRIVE
LAWRENCEVILLE, GA 30043

Regional Consultant

Dianne Clarke

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Quality Rated: No

Compliance Zone Designation			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.
06/11/2020	Licensing Study	Good Standing	
10/23/2019	Monitoring Visit	Good Standing	
04/30/2019	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	2	2	0	0	0
School Age(5+) Years	2	3	0	0	0
Total Under 13 Years	5	6	0	0	0
Total Under 18 Years	5				
Children Present: 5		Total Children: 6			
Caregivers/Helpers Present: 1		Total Caregivers/Helpers: 1			

Comments

Administrative Review completed on June 11, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on June 23, 2020 with the provider. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on May 29, 2020 was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 06/11/2020

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/Regulations.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.

- 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.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

Tamera Knight, Program Official

Date

Dianne Clarke, Consultant

Date



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Findings Report

Date: 6/11/2020 **VisitType:** Licensing Study **Arrival:** 9:00 AM **Departure:** 9:20 AM

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Technical Assistance

Technical Assistance

290-2-3-.12(5) - A Virtual Visit was conducted due to the COVID-19 pandemic. Toys and equipment observed to be clean and safe from hazardous conditions.

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

Technical Assistance

Technical Assistance

290-2-3-.19 - A Virtual Visit was conducted due to the COVID-19 pandemic. Pleasant naptime environment observed.

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

Technical Assistance

Technical Assistance

290-2-3-.07(19) - A Virtual Visit was conducted due to the COVID-19 pandemic. There is no pool on the property.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 1

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Not Met

"Missing/Incomplete Components"

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

Not Met

Finding

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. It was determined based on a review of records that child #5 did not have their emergency contact information completed.

POI (Plan of Improvement)

The Home Provider will obtain the missing information and maintain the Children's records as required.

Correction Deadline: 6/11/2020

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

Met

Comment

Parent authorizations obtained/completed.

Facility

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

Technical Assistance

Technical Assistance

290-2-3-.11(2)(f) - A Virtual Visit was conducted due to the COVID-19 pandemic. Please be mindful to keep items that pose a hazard inaccessible to children.

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

Technical Assistance

Technical Assistance

290-2-3-.13(1) - A Virtual Visit was conducted due to the COVID-19 pandemic. The Home appears clean and free from hazards.

290-2-3-.13 Playgrounds(CR)

Technical Assistance

Technical Assistance

290-2-3-.13(2)(c) - Discussed regarding ensuring to trim back branches near fence on the playground.

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://decalfga.gov/CACFP/Handbook.aspx>

USDA

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

Health and Hygiene

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

Technical Assistance

290-2-3-.11(1) - A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements were discussed with the Director/Provider on this date.

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

Technical Assistance

290-2-3-.11(1)(f) - A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Director/Provider on this date.

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

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Per the provider no medication is currently dispensed. No medication documentation was submitted during the Administrative Review.

Licensure

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

Technical Assistance

290-2-3-.04(1)(d) - A Virtual Visit was conducted due to the COVID-19 pandemic. Appropriate number of children observed in Family Child Care Learning Home this date. There were four children and two adults present.

Policies and Procedures

290-2-3-.06 Parental Access **Met**

Comment

290-2-3-.06 Parental access requirements are met per current COVID-19 guidelines.

Correction Deadline: 6/11/2020

Safety and Discipline

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

A Virtual Visit was conducted due to the COVID-19 pandemic. The Family Child Care Learning Home does not keep animals on premises.

290-2-3-.11 Discipline(CR)**Technical Assistance****Technical Assistance**

290-2-3-.11(3) - A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director/Provider on this date.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. The provider does not provide routine transportation.

Staff Records

290-2-3-.21 Criminal Records and Comprehensive Background Checks(CR)**Technical Assistance****Technical Assistance**

290-2-3-.21(1)(b) - A Virtual Visit was conducted due to the COVID-19 pandemic. Criminal records checks were observed to be complete.

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

Evidence observed that the provider was certified in First Aid and CPR.

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

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on May 29, 2020. Staff observed to be compliant with applicable laws and regulations.

290-2-3-.07 Staff Training**Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Annual training requirement and documentation observed.

Staff:Child Ratios and Supervision

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

290-2-3-.07(16) - A Virtual Visit was conducted due to the COVID-19 pandemic. Appropriate ratios were observed on this date. There were four children and two adults present.

290-2-3-.07 Supervision(CR)**Technical Assistance****Technical Assistance**

290-2-3-.07(17) - A Virtual Visit was conducted due to the COVID-19 pandemic. Adequate supervision observed on this date.