



**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: 1/23/2019 **VisitType:** Licensing Study **Arrival:** 9:10 AM **Departure:** 11:00 AM

FR-9900108646

Clealand, Clementina R.

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Regional Consultant

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Quality Rated: No

Compliance Zone Designation		
01/23/2019	Licensing Study	Good Standing
08/03/2018	Monitoring Visit	Good Standing
02/01/2018	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)	1	1	0	0	0
1 & 2 Years	6	4	0	1	0
3 & 4 Years	3	1	0	1	0
School Age(5+) Years	0	0	0	0	0
Total Under 13 Years	10	6	0	2	0
Total Under 18 Years	10				
Children Present: 10		Total Children: 10			
Caregivers/Helpers Present: 2		Total Caregivers/Helpers: 8			

Comments

Plan of Improvement: Developed This Date 01/23/2019

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

Clementina Cleland, Program Official

Date

Stacey Foston, 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

Equipment and furniture observed to be properly secured, as applicable.

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

Met

Comment

The correct number of pack and plays and cot were observed on this date.

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

N/A

Comment

Home does not provide swimming activities.

Children's Records

Records Reviewed: 10

Records with Missing/Incomplete Components: 4

Child # 1 Not Met

"Missing/Incomplete Components"

Proof of No Liability Insurance Form

Child # 2 Met

Child # 3 Not Met

"Missing/Incomplete Components"

Emergency Medical Authorization - (.08)(3)

Child # 4 Met

Child # 5	Met
Child # 6	Not Met
<u>"Missing/Incomplete Components"</u>	
Proof of No Liability Insurance Form	
Child # 7	Met
Child # 8	Not Met
<u>"Missing/Incomplete Components"</u>	
Proof of No Liability Insurance Form	
Child # 9	Met
Child # 10	Met

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

Not Met

Correction Deadline: 8/3/2018

Corrected on 1/23/2019

.08(1) - The previous citation has been corrected.

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 children did not have signed parental acknowledgment of no liability insurance on file.

POI (Plan of Improvement)

The Home Provider will obtain and maintain documentation.

Correction Deadline: 1/24/2019

Correction Deadline: 8/3/2018

Corrected on 1/23/2019

.08(4) - The previous citation has been corrected.

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 one of ten children did not have parental authorization for emergency medical care 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: 1/24/2019

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 observations and discussion that the Home did not have documentation of drills for the year 2018 available for review.

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. The consultant left a new emergency drill form with the provider.

Correction Deadline: 2/22/2019

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.

Health and Hygiene

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

Proper hand washing observed throughout the Home.

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

Proper diapering procedures observed.

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

The provider has not dispensed medication since the last visit.

Licensure

290-2-3-.04 Application Requirements(CR)**Not Met****Finding**

290-2-3-.04(1)(d) requires a person that provides care for more than six children for pay, related or unrelated, as defined in the rules, to make application to the Department for a license to operate as a Child Care Learning Center. It was determined based on review of records that there were eight children for pay present on this date.

POI (Plan of Improvement)

The Family Child Care Learning Home caring for more than six children shall reduce the number of children in care for pay to six.

Correction Deadline: 1/23/2019

Safety and Discipline

290-2-3-.11 Animals N/A

Comment

The Family Child Care Learning Home does not keep animals on premises.

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) N/A

Comment

The provider does not provide routine transportation.

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 Met

Comment

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

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

Comment

Staff observed to be compliant with applicable laws and regulations.

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

Finding

290-2-3-.07(6) requires the Home to maintain for the Provider and any Provisional Employee or Employee, current evidence of successful completion of ten (10) clock hours of diverse training which is related to the care of children and which is offered by an accredited college, university or vocational program or other Department approved source annually. 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, record keeping, 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 programs 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 and helper did not complete the ten hours of required training for the year 2018.

POI (Plan of Improvement)

The Home will obtain the required annual training for the year 2019 and will keep certificates, cards, or other proof of training on file.

Correction Deadline: 12/31/2019

Staff:Child Ratios and Supervision

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

Not Met

Finding

290-2-3-.07(12) requires the Home to ensure that the total number of Children unrelated to the Provider in the Family Child Care Learning Home, for pay or not for pay, cannot exceed six children, except during two designated hours approved by the Department. It was determined based on a review of records that there eight children unrelated to the provider present.

POI (Plan of Improvement)

The Home will reduce the number of unrelated children, both for pay and not for pay, so that the total number of unrelated children in care does not exceed the number of children as specified in these rules.

Correction Deadline: 1/28/2019

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

Met

Comment

Adequate supervision observed on this date.