



**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:** 2/9/2024 **VisitType:** Licensing Study **Arrival:** 10:55 AM **Departure:** 1:55 PM

**FR-31012**

**Humphreys, Donna B**

1032 ASHFERN WALK Woodstock, GA 30189 Cherokee County  
(404) 831-2906 dongirl2008@comcast.net

**Regional Consultant**

Marquita Brown-Opeloyeru

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**Mailing Address**

1032 ASHFERN WALK  
WOODSTOCK, GA 30189

**Quality Rated:** ★ ★ ★

| <b>Compliance Zone Designation</b> |                  |               | <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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|------------------------------------|------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 02/09/2024                         | Licensing Study  | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 09/06/2023                         | Monitoring Visit | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 03/21/2023                         | Monitoring Visit | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

| <b>Ratio Capacity</b>                                                                                |                  |               |      |             |                   |
|------------------------------------------------------------------------------------------------------|------------------|---------------|------|-------------|-------------------|
| 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                                                                                          | 9                | 6             | 1    | 3           | 0                 |
| 3 & 4 Years                                                                                          | 2                | 0             | 0    | 2           | 0                 |
| School Age(5+) Years                                                                                 | 0                | 0             | 0    | 0           | 0                 |
| Total Under 13 Years                                                                                 | 11               | 6             | 1    | 5           | 0                 |
| Total Under 18 Years                                                                                 | 11               |               |      |             |                   |
| Children Present: 11 Total Children: 11<br>Caregivers/Helpers Present: 5 Total Caregivers/Helpers: 2 |                  |               |      |             |                   |

**Comments**

The purpose of this visit was to conduct a Licensing Study on this date.

Consultant provided a copy of the staff orientation form with the Provider on this date.

Consultant provided a copy of the fire/tornado/emergency preparedness documentation form with the Provider on this date.

Plan of Improvement: Developed This Date 02/09/2024

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), do the following:

- 1) Log into DECAL KOALA [www.decalkoala.com](http://www.decalkoala.com) with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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 Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

**Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us) for more information. Free technical assistance is available!**

Donna Humphreys, Program Official

Date

Marquita Brown-Opeloye, Regional 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

Consultant observed toys and equipment 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(1)(a)3 - Ensure that each crib and other equipment approved for infant sleep shall have only an individual, tight-fitting sheet.

Correction Deadline: 2/9/2024

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

N/A

Comment

There is no pool on the property.

Children's Records

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

Met

Comment

Consultant observed records to be complete and well organized.

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

Met

Comment

Consultant observed parent authorizations that were obtained and completed.

**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 a review of records that the last documentation of fire, tornado, and other emergency drill was conducted on August 5, 2022 and there were no documentation for 2023 annual year as required by the state.

**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: 3/10/2024****Comment**

Consultant observed no hazards accessible to children on this date.

**Comment**

Consultant observed an operable and appropriately sized fire extinguisher in the home this date.

**Comment**

Consultant observed operable smoke detector as required in the home this date.

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

Consultant observed the home to appear clean and free from hazards.

**290-2-3-.13 Playgrounds(CR)****Technical Assistance****Comment**

Consultant observed the outside area to appear clean and well maintained.

**Technical Assistance**

290-2-3-.13(2)(b) - Ensure that climbing and swinging equipment that are not portable be securely anchored to eliminate accidents or injuries.

**Correction Deadline: 2/19/2024****290-2-3-.10 Food Service & Nutrition****Met****Comment**

CACFP Meal Pattern Requirements: 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://decal.ga.gov/CACFP/Handbook.aspx> USDA <http://www.fns.usda.gov/cacfp/cacfp-handbooks>

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

Consultant observed proper hand washing throughout the Home.

**Comment**

Consultant observed staff to remind children to wash hands.

**Comment**

Staff state proper knowledge of hand washing and hygiene procedures.

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

The provider stated appropriate diapering procedures.

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**290-2-3-.11 Medications(CR)****N/A****Comment**

Per the provider no medication is currently dispensed.

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**Licensure**

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

Appropriate number of children observed in Family Child Care Learning Home this date.

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**Safety and Discipline**

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

Animals maintained clean and appropriately caged.

**Comment**

Appropriate vaccination records were available on this date. The last vaccination was done May 3, 2023.

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

Consultant observed pleasant interactions between the provider, the assistant, and children in care.

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**290-2-3-.11 First Aid Kit****Met****Comment**

Consultant observed complete first aid kit in the Family Child Care Learning Home on this date.

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**290-2-3-.11 Transportation(CR)****N/A****Comment**

The provider does not provide routine transportation.

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**Staff Records**

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

Consultant observed criminal records checks to be complete.

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

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

**Finding**

290-2-3-.07(5) requires that prior to assignment to children or task, the Provider and all Employees and Provisional Employees must receive initial program orientation. It was determined based on a review of records that staff #1 did not complete the required orientation training prior to working with children.

**POI (Plan of Improvement)**

The Home will ensure that all Staff have completed the required orientation training and will ensure any new Staff hired complete orientation training as required.

**Correction Deadline: 2/10/2024**

**Technical Assistance**

290-2-3-.07(6) - Ensure the initial program orientation include the following subjects: the Home's policies and procedures; the portions of these rules dealing with the care, health and safety of children; the Staff person's assigned duties and responsibilities; reporting requirements for suspected cases of child abuse, neglect or deprivation; communicable diseases and serious injuries; emergency weather plans; the program's emergency preparedness plan; childhood injury control; the administration of medicine; reducing the risk of Sudden Infant Death Syndrome (SIDS); hand washing; fire safety; water safety; and prevention of HIV/AIDS and blood borne pathogens.

**Correction Deadline: 2/10/2024**

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

Consultant discussed staff qualifications and compliance with applicable laws and regulations with the Provider on this date.

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

290-2-3-.07(7) requires that the Provider, Employees and Provisional Employees with direct care responsibilities shall complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on a review of records that staff #1 did not complete the Health and Safety Orientation Training as required by the State.

**POI (Plan of Improvement)**

The Provider will complete the required training and will ensure any Employees or Provisional Employees complete the training. The Provider will develop a plan to ensure that any new Staff hired complete the training as required.

**Correction Deadline: 2/16/2024**

**Comment**

Consultant reviewed 14 annual training hours requirement and documentation for the Provider.

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

Ensure that volunteers shall not be solely responsible for Children other than their own and must be under continuous direct supervision of the Provider or Home Employee with a valid and current satisfactory Comprehensive Records Check Determination while in the presence of Children other than their own.

**Correction Deadline: 2/9/2024**

|                                           |
|-------------------------------------------|
| <b>Staff:Child Ratios and Supervision</b> |
|-------------------------------------------|

|                                           |            |
|-------------------------------------------|------------|
| <b>290-2-3-.07 Staff:Child Ratios(CR)</b> | <b>Met</b> |
|-------------------------------------------|------------|

**Comment**  
Consultant observed six unrelated children for pay and five related children not for pay with a helper in the family child care learning home on this date.

|                                    |            |
|------------------------------------|------------|
| <b>290-2-3-.07 Supervision(CR)</b> | <b>Met</b> |
|------------------------------------|------------|

**Comment**  
Consultant observed the Provider and helper directly supervising and being attentive to the needs of the children.