**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:** 10/15/2025 **VisitType:** Licensing Study **Arrival:** 10:05 AM **Departure:** 12:00 PM

**FR-000001939**
**Sutherland, Ethel**
2502 MILLER OAKS CIR Decatur, GA 30035 DeKalb County
(678) 668-1351

Regional Consultant
Jessica Johnson
Phone: (770) 357-5090
Fax:
jessica.johnson@decal.ga.gov
Joint with: Carrie Spangler

**Mailing Address**
2502 MILLER OAKS CIR
DECATUR, GA 30035

Quality Rated: ★ ★

| Compliance Zone Designation | | |
|---|---|---|
| 10/15/2025 | Licensing Study | Good Standing |
| 11/13/2024 | Licensing Study | Good Standing |
| 06/20/2024 | Complaint Closure | 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.

**Ratio Capacity**

| Age Ranges | Children Present | Child For Pay | CAPS | Not for Pay | Provider Children |
|---|---|---|---|---|---|
| **Infant (0-11 mos)** | 2 | 2 | 0 | 0 | 0 |
| **1 & 2 Years** | 0 | 0 | 0 | 0 | 0 |
| **3 & 4 Years** | 0 | 0 | 0 | 0 | 0 |
| **School Age(5+) Years** | 1 | 1 | 0 | 0 | 0 |
| **Total Under 13 Years** | 3 | 3 | 0 | 0 | 0 |
| **Total Under 18 Years** | 3 | | | | |

Children Present: 3
Caregivers/Helpers Present: 2
Total Children: 3
Total Caregivers/Helpers: 1

**Comments**
On this date, Jessica Johnson (JJ), Consultant, reviewed the visit report with Provider Ethel Sutherland.

Plan of Improvement: Developed This Date

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.decal.ga.gov/CCS/RulesAndRegulations.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.

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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 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.

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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@decal.ga.gov **for more information. Free techincal assistance is available!**

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**Summary Report**

**Date:** 10/15/2025 **VisitType:** Licensing Study **Arrival:** 10:05 AM **Departure:** 12:00 PM

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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**
Toys and equipment observed to be clean and safe from hazardous conditions.

**290-2-3-.19 Infant-Sleeping Safety Requirements(CR)** **Not Met**

**Technical Assistance**
290-2-3-.19(1)(a)1 - Discussed covering the hole in the mesh on the gray play-yard.

**Correction Deadline: 10/15/2025**

**Finding**
290-2-3-.19(1)(a)3 requires that each crib and other equipment approved for infant sleep shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. It was determined based on observation that the sheet in the gray play yard was not tight-fitting on this date.

**POI (Plan of Improvement)**
The Home Provider will ensure that each crib or other equipment approved for infant sleep has a tight-fitting sheet that is changed daily or more often as needed and prior to a change of occupant.

**Correction Deadline: 10/22/2025**

**Recited on 10/15/2025**

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

**Comment**
There is no pool on the property

## Children's Records

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

Child # 1 Not Met

"Missing/Incomplete Components"

Mom Work # Missing -(.08)(1),Emergency Medical Authorization - (.08)(3),Infant Feeding Plan - (.10)(4)

Child # 2 Not Met

"Missing/Incomplete Components"

Dad Work # Missing -(.08)(1),Emergency Medical Authorization - (.08)(3)

Child # 3 Not Met

"Missing/Incomplete Components"

Emergency Medical Authorization - (.08)(3),Dad Work # Missing -(.08)(1),Mom Work # Missing -(.08)(1)

**290-2-3-.08 Children's Records** **Technical Assistance**

**Technical Assistance**
290-2-3-.08(1) - Discussed updating the parent work contact information on all children records.

**Correction Deadline: 10/15/2025**

**Correction Deadline: 12/13/2024**

**Corrected on 10/15/2025**
**.08(2) -The previous citation was observed corrected on this date as immunization records were observed by the Consultant.**

**Technical Assistance**
290-2-3-.08(2) - Discussed transferring the immunizations for Child #1 onto the Department of Public of Health form 3231.

**Correction Deadline: 10/15/2025**

**Technical Assistance**
290-2-3-.08(8)(b) - Discussed updating the Home's policies and procedures to include the program's practices regarding the expulsion and suspension of children enrolled for care within the description of behavior management and discipline actions used by the Home.
Also discussed to ensure a description of the practices followed by the Home to prevent shaken baby syndrome and abusive head trauma in children up to five years of age that includes the following information: how to recognize, respond to, and report the signs and symptoms of shaken baby syndrome and abusive head trauma; strategies to assist staff members in understanding how to care for infants and how to cope with a crying, fussing, or distraught child; strategies to ensure staff members understand the brain development of children up to five years of age; and a list of prohibited behaviors when dealing with children.
Additional information can be found in the FCCLH Indicator Manual found on DECAL's website at: https://www.decal.ga.gov/CCS/RulesAndRegulations.aspx or through the Center on Shaken Baby Syndrome found at: https://dontshake.org/.

**Correction Deadline: 10/15/2025**

**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 three of three parental authorization forms for emergency medical care were not on file on this date.

**POI (Plan of Improvement)**
The Home Provider will have authorization for emergency medical care completed by the Parent for Children enrolled.

**Correction Deadline: 10/17/2025**

## Facility

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

**Comment**
Home observed complete emergency drills

**Technical Assistance**
290-2-3-.11(2)(f) - Discussed storing hazardous cleaning agent to be inaccessible to children in care.

**Correction Deadline: 10/15/2025**

**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)** **Technical Assistance**

**Technical Assistance**
290-2-3-.13(1) - Discussed repairing chipped paint in the play area and the white cabinets in the restroom.

**Correction Deadline: 10/15/2025**

**290-2-3-.13 Playgrounds(CR)** **Not Met**

**Correction Deadline: 11/27/2024**

**Corrected on 10/15/2025**
**.13(2)(a) - The previous citation was corrected on this date as no hazards were observed.**

**Technical Assistance**
290-2-3-.13(2)(a) - Discussed removing the two plastic grocery bags from the playground and the two hanging green poles from the fence.

**Correction Deadline: 10/25/2025**

**Finding**
290-2-3-.13(2)(d) requires that outside play areas be protected from traffic or other hazards by fencing or other barriers at least four feet in height and approved by the Department. Fencing material shall not present a hazard to children. A fence shall be provided around swimming pools to make them inaccessible when not in use. It was determined based on observation that two protruding nails were observed at the bottom of the right side and back fence on this date.

**POI (Plan of Improvement)**
The Home will enclose the outside play area(s) with a four-foot high fence or other Department-approved barrier and inspect regularly to ensure fencing material is safe and any hazards identified are repaired or replaced. The Home will install or repair a fence around swimming pools that makes them inaccessible to children.

**Correction Deadline: 10/29/2025**

## Food Service

**290-2-3-.10 Food Service & Nutrition** **Not Met**

**Finding**
290-2-3-.10(3) requires a signed written feeding plan for children less than one (1) year of age be obtained from Parent(s). Instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the main child care area and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined based on a review of records that Child # 1 did not have the signed written infant feeding plan for children less than one on file on this date.

**POI (Plan of Improvement)**
The Home will develop and implement a plan to obtain and post the completed feeding plan as part of the enrollment process and to have parents update the plans on a regular basis.

**Correction Deadline: 10/17/2025**

**Recited on 10/15/2025**

## Health and Hygiene

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

**Technical Assistance**
290-2-3-.11(1)(j) - Please ensure that children's hands are 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. Discussed that infants that have neck control can wash their hands with soap and water.

**Correction Deadline: 10/15/2025**

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

**Technical Assistance**
290-2-3-.11(1)(f) - Discussed cleaning the mat with a disinfectant and drying the mat with a single use disposable towel after each diaper change.

**Correction Deadline: 10/15/2025**

**Comment**
The proper diapering procedures were discussed with the Provider.

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

**Comment**
Per the provider no medication is currently dispensed

## Licensure

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

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

## Safety and Discipline

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

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

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

**Comment**
Age-appropriate discussion and/or redirection observed.

**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)** **Not Evaluated**

**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 was certified in pediatric First Aid and CPR on this date.

**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** **Technical Assistance**

**Technical Assistance**
290-2-3-.07(10) - Discussed that all Employees, including volunteers, independent contractors, students-in-training, etc. should have a completed initial program orientation form on file.

**Correction Deadline: 10/20/2025**

**Correction Deadline: 12/13/2024**

**Corrected on 10/15/2025**
**.07(7) - The previous citation was observed corrected on this date as the Consultant observed the heath and safety orientation training complete.**

**Technical Assistance**
290-2-3-.07(9)(b)1 - Discussed that effective July 1, 2025, all staff are required to obtain at least two hours in evidence based, developmentally appropriate language and literacy practices and at least two hours in on-going child development and health and safety related topics as part of their 10 hours of annual training.

**Correction Deadline: 11/14/2025**

## Staff:Child Ratios and Supervision

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

**Comment**
Appropriate ratios were observed on this date.

**290-2-3-.07 Supervision(CR)** **Not Met**

**Finding**
290-2-3-.07(18) requires at least one Staff person with a satisfactory Comprehensive Records Check Determination shall supervise Children at all times appropriate to the individual age, needs and capabilities of each child. Such supervision must include, but not be limited to, indoor and outdoor activities, mealtimes, naptime, transportation, field trips, and transitions between activities. "Supervision" means Staff members are providing watchful oversight to the children, volunteers and Students-in-Training. The person(s) supervising in the child care area must be alert, positioned to maximize their ability to hear and see the children at all times, and able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the volunteers and Students-in-Training, and provide timely attention to the children's actions and needs. Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm’s length away from children thirty-six (36) months of age and younger. Plans shall be made to obtain additional Staff help in cases of emergencies. It was determined based on observation that the Provider briefly stepped out of the Home onto the porch area leaving a 5-year-old child supervised in the Home on this date.

**POI (Plan of Improvement)**
The Home will ensure that either the Provider or at least one Staff person with a satisfactory Comprehensive Records Check Determination supervises the children at all times as required by the rules. The Home will develop or update a plan to obtain additional Staff help in case of an emergency.

**Correction Deadline: 10/15/2025**