



**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:** 4/20/2026 **VisitType:** Monitoring Visit

**Arrival:** 9:25 AM **Departure:** 12:45 PM

**FR-35167**

**Woods, Patricia A**

17 Piedmont Lane Cartersville, GA 30120 Bartow County  
(470) 424-4705

Regional Consultant

Sharnette Glenn

Phone: (404) 651-8365

Fax: (404) 334-4612

sharnette.glenn@dec.al.ga.gov

**Mailing Address**

Same

**Quality Rated:** No

| Compliance Zone Designation |                  |               | <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. |
|-----------------------------|------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 04/20/2026                  | Monitoring Visit | Support       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 09/02/2025                  | Licensing Study  | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 06/17/2025                  | Monitoring Visit | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

| Ratio 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                                               | 2                | 2             | 0    | 0           | 0                 |
| 3 & 4 Years                                               | 3                | 1             | 0    | 2           | 0                 |
| School Age(5+) Years                                      | 0                | 0             | 0    | 0           | 0                 |
| Total Under 13 Years                                      | 6                | 4             | 0    | 2           | 0                 |
| Total Under 18 Years                                      | 6                |               |      |             |                   |
| Children Present: 6 Total Children: 6                     |                  |               |      |             |                   |
| Caregivers/Helpers Present: 2 Total Caregivers/Helpers: 0 |                  |               |      |             |                   |

**Comments**

The consultant review the report and left the Chop, Look, Listen flyers with the provider.

Plan of Improvement: To Be Submitted 05/04/2026



For additional information regarding any licensing topics discussed during this visit, please consult the Rules and Regulations Indicator Manual. This manual provides comprehensive clarification of each rule, including evaluation indicators, related best practices, and relevant considerations to support your program's continued and sustained compliance.

To access the Indicator Manual, please scan the QR code below or visit our website at <https://www.dec.al.ga.gov/CCS/RulesAndRegulations.aspx>.

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.al.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](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.

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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@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov) for more information. Free technical assistance is available!**



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**Summary Report**

**Date:** 4/20/2026 **VisitType:** Monitoring Visit

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The following information is associated with a Monitoring Visit:

**Activities and Equipment**

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

**Met**

**Comment**

A variety of equipment and toys were observed.

**Comment**

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

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

**Met**

**Correction Deadline:** 9/2/2025

**Corrected on 4/20/2026**

.19(2) - The previous citation was observed to be corrected on this date. The consultant did not observe any infant sleeping in a crib with a blanket or other objects 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: 6**

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

Child # 3

Not Met

"Missing/Incomplete Components"

Parents Names Missing -(08)(1),Date of Birth Missing -(08)(1),Name Missing -(08)(1),Immunization Form -(08)(2),Physician & Emergency Contact Information -(08)(1),Dad Work # Missing -(08)(1),Dad Home # Missing -(08)(1),Mom Work # Missing -(08)(1),Mom Home # Missing -(08)(1),Infant Feeding Plan -(10)(4),Release Person Information -(08)(10),Transportation Agreement -(08)(7),Allergy/Medical Information -(08)(4),Emergency Medical Authorization -(08)(3),Proof of No Liability Insurance Form

Child # 4

Not Met

"Missing/Incomplete Components"

Immunization Form -(08)(2)

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 the review of children's files, that child #3 did not have an application on file.

Correction Deadline: 4/20/2026

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 a review of the children's files, that children #3, #5, #4, and #6 did not have an immunization form on file.

Correction Deadline: 4/20/2026

Recited on 4/20/2026

Facility

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

Not Met

Finding

290-2-3-.11(2)(f) requires that poisons, medicines, cleaning agents and other hazardous materials be in locked areas or inaccessible to children. It was determined based on observation, on the first shelf of the changing table, there were three cans of disinfectant spray, on the second shelf was Zep disinfectant towels, and Lysol disinfectant wipes accessible to the children. It was further observed that there was a sharp knife, in a white bowl, on top of one of the highchairs accessible to the children.

**Correction Deadline: 4/20/2026**

**Recited on 4/20/2026**

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

**Comment**

The Home appeared clean and free from hazards.

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

**Comment**

The outside area appeared clean and well maintained.

**Food Service**

**290-2-3-.10 Food Service & Nutrition** **Met**

**Correction Deadline: 9/2/2025**

**Corrected on 4/20/2026**

.10(6) - The previous citation was observed to be corrected on this date. The consultant observed the center's menu on the left side of the black refrigerator on this date.

**Health and Hygiene**

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

**Comment**

Proper hand washing observed throughout the Home.

**Correction Deadline: 9/2/2025**

**Corrected on 4/20/2026**

.11(1)(i) - The previous citation was observed to be corrected on this date. The consultant observed the staff member washing their hands before feeding the infant on this date.

**Correction Deadline: 9/2/2025**

**Corrected on 4/20/2026**

.11(1)(j) - The previous citation was observed to be corrected on this date. The consultant observed the children washing their hands upon arrival on this date.

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

**Comment**

Staff stated proper knowledge of diapering procedures.

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

**Comment**

Per the provider no medication is currently dispensed

**Licensure**

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

**Comment**

Application requirements reviewed with the Provider on this date.

**Comment**

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

**Comment**

Provider observed to have four unrelated children for pay and two related children not for pay on this date.

**Safety and Discipline**

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

**Comment**

Age-appropriate discussion and/or redirection observed.

**Comment**

The provider does not provide routine transportation.

**Staff Records****290-2-3-.21 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding**

290-2-3-.21(1)(a) requires the Home to ensure that the Provider, every actual and potential Employee(including residents age 17 and older) and Provisional Employee of the Family Child Care Learning Home has submitted both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on the review of staff files, that staff members #1 and #2 did not have both a Records Check Application and fingerprinting from an authorized fingerprinting site.

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**Correction Deadline: 4/20/2026**

**Finding**

290-2-3-.21(1)(b) requires every Provider to have a current and valid satisfactory Comprehensive Records Check Determination on file prior to being present at the Home while any child is present for care or before residing in the Home. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the license date; provided, however, if the Provider has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on the review of staff files, that staff member #2 did not have a Comprehensive Records Check determination on file. Staff member #2 was present on the day of the visit, and their Comprehensive Records Check Determination expired on 12/29/25.

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**Correction Deadline: 4/20/2026**

**Finding**

290-2-3-.21(1)(c) requires every Employee to have a current and valid satisfactory Comprehensive Records Check Determination on file prior to being present at the Home while any child is present for care or before residing in the Home if age 17 or older. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on the review of staff files, that staff member #1 did not have a Comprehensive Records Check determination on file. Staff member #1 was present on the day of the visit, and their Comprehensive Records Check Determination expired on 12/29/25.

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**Correction Deadline: 4/20/2026**

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**290-2-3-.07 First Aid & CPR(CR)**

**Met**

**Comment**

Evidence observed that the Provider was certified in pediatric First Aid and CPR on this date.

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

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

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

**Met**

**Comment**

Appropriate ratios were observed on this date.

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

**Met**

**Comment**

Adequate supervision observed on this date.