**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:** 11/1/2023 **VisitType:** Licensing Study **Arrival:** 12:55 PM **Departure:** 2:30 PM

**FR-000001939**

**Sutherland, Ethel**

2502 MILLER OAKS CIR Decatur, GA 30035 DeKalb County
(678) 668-1351 sutherlandethel@yahoo.com

**Regional Consultant**

Cassandra Jakes-Beasley

Phone: (770) 357-7016
Fax: (770) 357-7015
cassandra.jakes-beasley@decal.ga.gov

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

Quality Rated:

| Compliance Zone Designation | | |
|---|---|---|
| 11/01/2023 | Licensing Study | Good Standing |
| 01/27/2023 | Licensing Study | Good Standing |
| 08/18/2022 | Monitoring Visit | 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)** | 1 | 1 | 0 | 0 | 0 |
| **1 & 2 Years** | 3 | 3 | 0 | 0 | 0 |
| **3 & 4 Years** | 1 | 1 | 0 | 0 | 0 |
| **School Age(5+) Years** | 0 | 2 | 0 | 0 | 0 |
| **Total Under 13 Years** | 5 | 7 | 0 | 0 | 0 |
| **Total Under 18 Years** | 5 | | | | |

Children Present: 6 Total Children: 7
Caregivers/Helpers Present: 4 Total Caregivers/Helpers: 1

**Comments**
A Licensing Study was conducted on November 1, 2023. Background checks were reviewed The Consultant completed the exit conference, and a copy of the report was given to the Provider.

Plan of Improvement: Developed This Date 11/01/2023

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)

QUALITY RATED CHILD CARE

CAPS CHILDCARE AND PARENT SERVICES

**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 a1 855-800-7747 or** qualityrated@decal.ga.gov **for more information. Free techincal assistance is available!**

Ethel Sutherland, Program Official Date

Cassandra Jakes-Beasley, Regional Consultant Date

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**(Findings Report)**

**Date:** 11/1/2023 **VisitType:** Licensing Study **Arrival:** 12:55 PM **Departure:** 2:30 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**
Discussed with the provider to add toys and materials to enhance the learning environment.

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

**Comment**
Currently the provider is not caring for infants. (This rule was not evaluated on this date)

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

**Comment**
Home does not provide swimming activities.

## Children's Records

**290-2-3-.08 Children's Records** **Not Met**

**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 observation, the provider did not have age-appropriate immunization record for one child, on the required form from the health department..

**POI (Plan of Improvement)**
The Home Provider will ensure that an immunization record/signed affidavit is on file for each enrolled Child.

**Correction Deadline: 11/1/2023**

**Finding**
290-2-3-.08(8) requires that the Provider establish written policies and procedures, keep them current, make them consistent with applicable laws, including but not limited to the Americans with Disabilities Act, regulations, and these rules, make them available to Parents and use them to govern the operation of the Family Child Care Learning Home. It was determined that the provider did not have written policies and procedures available for review

**POI (Plan of Improvement)**
The Home Provider will ensure current written policies and procedures are available and followed.

**Correction Deadline: 11/1/2023**

## Facility

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

**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)** **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**
Staff were observed to remind children to wash hands.

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

**Comment**
Discussed diapering procedures.

**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**
Discussed animal being appropriately caged during operating hours.

**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**
Please replace/add missing/expired item(s) in first aid kit(s).

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

**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 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(9) requires that every calendar year, after the first year of employment the Provider, and any Provisional Employees or and Employees, shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department- approved source. 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, recordkeeping, 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 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 had not completed the ten (10) clock hours of diverse training as required for the 2022 calendar year.

**POI (Plan of Improvement)**
The Home will obtain the required annual training for Staff and will keep certificates, cards, or other proof of training on file. The Home will submit proof of training to the Department, if requested.

**Correction Deadline: 11/30/2023**

**Recited on 11/1/2023**

## 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)** **Met**

**Comment**
Adequate supervision observed on this date.