



**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:** 11/15/2023 **VisitType:** Monitoring Visit

**Arrival:** 9:00 AM

**Departure:** 11:15 AM

**FR-000000548**

**McLendon, Kimberly M.**

95 Macedonia Church Road Hawkinsville, GA 31036 Pulaski County  
(478) 783-1634 kmclendon4@yahoo.com

**Regional Consultant**

Charlene Story

Phone: (770) 405-7942

Fax: (770) 408-0759

charlene.story@decal.ga.gov

**Mailing Address**  
Same

**Quality Rated:** No

| <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. |
|------------------------------------|-------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 11/15/2023                         | Monitoring Visit  | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 09/29/2023                         | Complaint Closure | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 05/23/2023                         | Monitoring Visit  | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

| <b>Ratio Capacity</b>                                |                         |                      |             |                    |                          |
|------------------------------------------------------|-------------------------|----------------------|-------------|--------------------|--------------------------|
| <b>Age Ranges</b>                                    | <b>Children Present</b> | <b>Child For Pay</b> | <b>CAPS</b> | <b>Not for Pay</b> | <b>Provider Children</b> |
| <b>Infant (0-11 mos)</b>                             | 1                       | 1                    | 0           | 0                  | 0                        |
| <b>1 &amp; 2 Years</b>                               | 6                       | 4                    | 0           | 2                  | 0                        |
| <b>3 &amp; 4 Years</b>                               | 1                       | 1                    | 0           | 0                  | 0                        |
| <b>School Age(5+) Years</b>                          | 0                       | 0                    | 0           | 0                  | 0                        |
| <b>Total Under 13 Years</b>                          | 8                       | 6                    | 0           | 2                  | 0                        |
| <b>Total Under 18 Years</b>                          | 8                       |                      |             |                    |                          |
| Children Present: 8<br>Caregivers/Helpers Present: 1 |                         |                      |             |                    |                          |
| Total Children: 8<br>Total Caregivers/Helpers: 1     |                         |                      |             |                    |                          |
| <b>Helper Needed</b>                                 |                         |                      |             |                    |                          |

**Comments**

The purpose of this visit was to conduct a Monitoring visit.

Children's files were available for the consultant to view.

An exit conference discussing the monitoring report was conducted with the provider on this date. Consultant emailed a signed copy of the monitoring report to the provider on this date.

Plan of Improvement: Developed This Date 11/15/2023

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.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 user id 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!**

Kimberly McLendon, Program Official

Date

Charlene Story, Regional Consultant

Date



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**(Findings Report)**

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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**

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

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

**Met**

**Comment**

Discussed SIDS and infant sleeping position.

Discussed washing of sheets and disinfecting of mats/cots.

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

**N/A**

**Comment**

Pool not in use at this time, gates observed locked.

**Children's Records**

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

**Met**

**Correction Deadline: 10/6/2023**

**Corrected on 11/15/2023**

.08(1) - This citation was observed to be corrected on this date. The provider had completed enrollment forms for six out of six children for pay and the No Compensation form was completed for two out of two children that were kept for No Pay.

**Correction Deadline: 10/6/2023**

Corrected on 11/15/2023

.08(9) - This citation was observed to be corrected on this date. Consultant observed the attendance records for eight or of eight children enrolled in the program for the week of October 30 and November 6, 2023. In addition, the attendance for eight out of eight children enrolled was observed for November 13, 14 and 15, 2023.

## Facility

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

Met

### Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

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)

Not Evaluated

### Comment

Playground not observed on this date due to inclement weather.

## Health and Hygiene

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

Met

### Comment

Proper hand washing of children and staff was discussed with the provider on this date.

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

Met

### Comment

The provider stated appropriate 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

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

## Policies and Procedures

290-2-3-.14 Required Reporting

Met

Correction Deadline: 10/25/2023

Corrected on 11/15/2023

.14(1) - This citation was observed to be corrected on this date. The provider is aware that a required report is required to be completed within 24 hours of incident happening.

## Safety and Discipline

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|                                   |            |
|-----------------------------------|------------|
| <b>290-2-3-.11 Discipline(CR)</b> | <b>Met</b> |
|-----------------------------------|------------|

**Comment**

Age-appropriate discussion and/or redirection observed.

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|                                       |            |
|---------------------------------------|------------|
| <b>290-2-3-.11 Transportation(CR)</b> | <b>N/A</b> |
|---------------------------------------|------------|

**Comment**

The provider does not provide routine transportation.

|                      |
|----------------------|
| <b>Staff Records</b> |
|----------------------|

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|                                                                             |            |
|-----------------------------------------------------------------------------|------------|
| <b>290-2-3-.21 Criminal Records and Comprehensive Background Checks(CR)</b> | <b>Met</b> |
|-----------------------------------------------------------------------------|------------|

**Comment**

Criminal records checks were observed to be complete.

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

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

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|                                           |                |
|-------------------------------------------|----------------|
| <b>290-2-3-.07 Staff:Child Ratios(CR)</b> | <b>Not Met</b> |
|-------------------------------------------|----------------|

**Correction Deadline: 10/6/2023**

**Corrected on 11/15/2023**

**.07(15) - This citation was observed to be corrected on this date. The provider was observed to be caring for six unrelated children for pay and two children for non-pay (grandson and niece) The No Compensation Form was completed and in child's file for consultant to review**

**Finding**

290-2-3-.07)(18) requires the Home to ensure that an Employee or Provisional Employee, who must be at least sixteen (16) years of age, must be present to assist with supervision whenever more than three (3) children under the age of twelve (12) months are present, more than six (6) children under the age of three (3) years are present or more than eight (8) children under the age of five (5) years are present. It was determined based on children's records and observation that the provider was caring for more than six (6) children under the age of three without the assistance of a helper.

**POI (Plan of Improvement)**

The Home will ensure than an Employee or Provisional Employee is present to assist with supervision as required by the rules.

**Correction Deadline: 11/15/2023**

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

**Correction Deadline: 10/6/2023**

**Corrected on 11/15/2023**

**.07(17) - This citation was observed to be corrected on this date. Provider was observed to be attentive the children needs during the visit.**