**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:** 10/11/2023 **VisitType:** Licensing Study **Arrival:** 9:15 AM **Departure:** 11:40 AM

**FR-26589**

**McNaughton, Debrah C**

3150 WHITE TAIL LANE Fairburn, GA 30213 Fulton County
(770) 709-2602 SELBYMAC@HOTMAIL.COM

**Regional Consultant**

Ashlee Perry

Phone: ()
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ashlee.perry@decal.ga.gov

Joint with: Coty Cummings

**Mailing Address**
3150 WHITE TAIL LANE
FAIRBURN, GA 30213

**Quality Rated:** No

| Compliance Zone Designation | | |
|---|---|---|
| 10/11/2023 | Licensing Study | Good Standing |
| 12/27/2022 | Licensing Study | Good Standing |
| 04/29/2022 | Licensing Study | 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) | 0 | 0 | 0 | 0 | 0 |
| 1 & 2 Years | 3 | 2 | 0 | 0 | 1 |
| 3 & 4 Years | 2 | 1 | 0 | 0 | 1 |
| School Age(5+) Years | 2 | 1 | 0 | 0 | 1 |
| Total Under 13 Years | 5 | 3 | 0 | 0 | 2 |
| Total Under 18 Years | 7 | | | | |

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

**Comments**
The purpose of this visit was to conduct a licensing study and to follow up on previous visit citations.

Plan of Improvement: Developed This Date 10/11/2023

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)

**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!**

| | | | |
|---|---|---|---|
| Debrah Mc Naughton, Program Official | Date | Ashlee Perry, Regional Consultant | Date |
| Coty Cummings, SysAdmin | 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**
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.

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

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

## Children's Records

**Records Reviewed: 7** **Records with Missing/Incomplete Components: 3**

Child # 1 Not Met

"Missing/Incomplete Components"

Emergency Medical Authorization - (.08)(3),Immunization Form - (.08)(2),Proof of No Liability Insurance Form,Physician & Emergency Contact Information - (.08)(1)

Child # 2 Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2),Physician & Emergency Contact Information - (.08)(1),Emergency Medical Authorization - (.08)(3)

Child # 7 Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2),Physician & Emergency Contact Information - (.08)(1),Emergency Medical Authorization - (.08)(3)

**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 a review of records that four of four children did not have completed enrollment applications available upon request on this date. Additionally, there was a child present that the provider could not provide any records for to identify the child's date of birth or first and last name on this date.

**POI (Plan of Improvement)**
The Home Provider will obtain the missing information and maintain the Children's records as required.

**Correction Deadline: 10/11/2023**

**Recited on 10/11/2023**

**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 records that the program did not have any immunization records on file for four out of the four children present on this date.

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

**Correction Deadline: 10/19/2023**

**Recited on 10/11/2023**

**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 four out of the four children present did not have parental authorizations 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: 10/11/2023**

## Facility

**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 observations the program did not have evidence of completed monthly fire drills as required on this date.

**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: 10/11/2023**

**Recited on 10/11/2023**

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

**Comment**
Home is temporarily under construction. Consultant discussed with provider proper safety.

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

**Finding**
290-2-3-.13(2)(a) requires that outdoor play areas be kept clean and free of hazards such as exposed sharp corners of concrete or equipment, rust and splinters on equipment, broken glass, open drainage ditches, holes and stagnant water. It was determined based on observation that there were ditches on the playground causing a potential tripping hazard on this date.

**POI (Plan of Improvement)**
The Home will repair any and all identified outdoor hazards and will monitor playground daily or more often as needed to ensure that the Home's outdoor play area is kept clean and free of hazards.

**Correction Deadline: 10/25/2023**

**Recited on 10/11/2023**

**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 on the temporary playground the fencing is not four feet as required three feet was observed. In addition, one large area of the playground fence was not enclosed allowing children to leave the premises if not properly supervised.

**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: 10/18/2023**

## Food Service

**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

## Health and Hygiene

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

**Comment**
Staff state proper knowledge of hand washing and hygiene procedures.

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

**Comment**
Staff state proper knowledge of diapering procedures.
Discussed with provider about the diaper changing surface.

**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. Three children for pay and one child not for pay observed on this date.

## Safety and Discipline

**290-2-3-.11 Animals** **Not Met**

**Finding**
290-2-3-.11(1)(n) requires pets in the Home be properly vaccinated in accordance with the requirements of the local county Boards of Health. Unconfined pets shall not be permitted in child care areas when any Child is present except for supervised learning experiences. It was determined based on review of records that the provider did not have evidence of animal vaccinations on this date.

**POI (Plan of Improvement)**
The Home will ensure that all animals are properly vaccinated and that unconfined animals are not allowed in child care areas.

**Correction Deadline: 10/18/2023**

**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**
Consultant discussed with the provider to ensure that first aid kit is fully stocked with the required items at all times.

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

**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 review of records that staff member #1 completed an application with the department but did not submit fingerprints to an authorized fingerprinting site on this date.

**POI (Plan of Improvement)**
IMMEDIATE CORRECTION - The Home will watch CBC videos to ensure that every actual and potential Provider, Employee and Provisional Employee of a Family Child Care Learning Home submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The provider must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Home will watch CBC videos to ensure the CRC rules are maintained.

**Correction Deadline: 10/11/2023**

**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 review of records that staff member #1 did not have a satisfactory comprehensive records check determination on file on this date.

**POI (Plan of Improvement)**
IMMEDIATE CORRECTION - The Home will watch CBC videos to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Home while any child is present for care or before an individual age 17 or older resides 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 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. The provider must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Home will watch CBC videos to ensure the CRC rules are maintained.

**Correction Deadline: 10/11/2023**

**290-2-3-.07 First Aid & CPR** **Not Met**

**Finding**
290-2-3-.07(8) requires the Home to maintain for the Provider and any Provisional Employee or Employee with direct care responsibilities current evidence of successful completion of a biennial training program in which have been offered by certified or licensed health care professionals or trainers and which dealt with emergency care for infants and children. Such training must be completed prior to initial licensure for the Provider and within 90 days from date of hire for Provisional Employees and Employees. The Provider, a Provisional Employee or Employee with current CPR and first aid training must always be on the Home’s premises and on any field trip whenever any Child is present. It was determined based on review of records that the Family Provider did not have evidence of current completion of cardiopulmonary resuscitation (CPR) and a triennial training program in first aid as required for staff numbers one, three, and seven on this date.

**POI (Plan of Improvement)**
The Home will obtain the required CPR and first aid training and will keep certificates, cards, or other proof of training on file. The Home will submit proof of training to the Department, if requested. The Home will ensure that there is always a Staff person on the Home's premises and on any field trip whenever any Child is present.

**Correction Deadline: 10/19/2023**

**Recited on 10/11/2023**

**290-2-3-.07 Provider Qualifications** **Defer**

**Defer**
290-2-3-.07(2)- Provider is currently enrolled in the CDA program. Rule will be evaluated at the next visit.

**POI (Plan of Improvement)**
The Home will obtain and submit the necessary documentation for the Provider.

**Correction Deadline: 12/27/2022**

**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** **Met**

**Correction Deadline: 10/19/2023**

**Corrected on 10/11/2023**
**Previous citation corrected. Family Provider has evidence of completed ten clock hours of annual training as required on this date.**

## 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.