



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: 10/29/2021 VisitType: Initial Licensing Study

Arrival: 9:00 AM

Departure: 11:00 AM

FR-55189

Phillips Ingram, Kathleen

416 Wexford Circle Bonaire, GA 31005 Houston County  
(678) 462-8509 mrskatskids@gmail.com

Regional Consultant

Angela Byrd

Phone: (678) 920-3975

Fax:

angela.byrd@decal.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. |
|-----------------------------|-------------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 10/29/2021                  | Initial Licensing Study | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

Ratios/License 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                                                                                        | 1                | 0             | 0    | 0           | 1                 |
| 3 & 4 Years                                                                                        | 0                | 0             | 0    | 0           | 0                 |
| School Age(5+) Years                                                                               | 2                | 0             | 0    | 0           | 2                 |
| Total Under 13 Years                                                                               | 3                | 0             | 0    | 0           | 3                 |
| Total Under 18 Years                                                                               | 3                |               |      |             |                   |
| Children Present: 3 Total Children: 3<br>Caregivers/Helpers Present: 3 Total Caregivers/Helpers: 1 |                  |               |      |             |                   |

Comments

An Administrative Review was conducted on October 29, 2021. Staff files, training, and background checks were all reviewed. A virtual Initial Licensing Study was conducted on October 29, 2021. The exit conference was conducted virtually on October 29, 2021, with the Provider. Permission to Operate will be issued upon completion of the Exit Conference and signature pages are returned to the Consultant. Facility does not carry Liability Insurance. A sign is posted on the posted notice board.

Plan of Improvement: No Plan Developed

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/Regulations.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

You have received permission to operate and the form received with this report is intended to serve as a temporary license which is **valid for thirty(30) days**. Your actual license/ will be emailed to you upon receipt of the licensing fee. You may pay the licensing fee either online at <http://www.dec.state.ga.us/> or by certified check or money order mailed to: Bright from the Start, 2 Martin Luther King Jr. Drive SE, Suite 670 East Tower, Atlanta, GA 30334

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), e-mail the following information to [CCSRefutations@dec.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://dec.state.ga.us/ChildCareServices/RefutationInformation.aspx>

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 New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us)

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Kathleen Phillips Ingram, Program Official

Date

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Angela Byrd, Consultant

Date



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### Findings Report

**Date:** 10/29/2021 **VisitType:** Initial Licensing Study **Arrival:** 9:00 AM **Departure:** 11:00 AM

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The following information is associated with a Initial Licensing Study:

### Activities and Equipment

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

Met

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Toys and equipment observed to be clean and safe from hazardous conditions.

**Correction Deadline: 10/29/2021**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Equipment and furniture observed to be properly secured.

**Correction Deadline: 10/29/2021**

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

Met

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Playpen observed meeting safety compliance with Consumer Product Safety Commission (CPSC) and American Society of Testing and Materials International (ASTM) safety standards.

**Correction Deadline: 10/29/2021**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Consultant observed the correct amount of cots, sheets and covers on this date.

**Correction Deadline: 11/8/2021**

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

Met

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Home does not provide swimming activities. Consultant observed a pool on the premises fully enclosed by a four (4) foot fence, gate observed to be locked. Consultant discussed with the Provider if at any time the Provider decides to provide swimming, she would need to contact her Regional Consultant.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. No hazards observed accessible to children on this date.

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. The provider stated the home does not store firearms in the home.

**Correction Deadline: 10/29/2021**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. An operable and appropriately sized fire extinguisher was observed in the home this date.

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Operable smoke detector(s) were observed as required in the home on this date.

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. The provider stated the home does not store flammable liquids such as gasoline or kerosene on this date.

**Correction Deadline: 10/29/2021**

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

A Virtual Visit was conducted due to the COVID-19 pandemic. The Home appears clean and free from hazards.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. The outside area appears clean and well maintained on this date.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. There were no children enrolled on this date. 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**

A Virtual Visit was conducted due to the COVID-19 pandemic. Currently there are no children enrolled in the program. Proper diapering procedures discussed with the provider on this date and prior to the visit.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discussed proper medication documentation and procedures on this date.

**Licensure**

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Application requirements reviewed with the Provider on this date. Permission to Operate will be issued upon completion of the Exit Conference and signature pages are returned to the Consultant. The overall licensed capacity is six (6) children at any given time.

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**Safety and Discipline**

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Currently there are no children enrolled in the program. Consultant discussed appropriate discipline and guidance techniques with the provider.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. The provider does not provide routine transportation. Consultant discussed transportation requirements if/when the provider decides to incorporate transportation. The provider will contact their regional consultant and complete the required two (2) hour transportation training prior to transporting children. Comment vehicle information, insurance, first aid kit and fire extinguisher were observed.

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**Staff Records**

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**290-2-3-.21 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Criminal records checks were observed to be complete. Three (3) records were observed to have comprehensive satisfactory Criminal Background Check determination letters on file for the provider and all residents living in the home seventeen (17) years and older.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Staff observed to be compliant with applicable laws and regulations.

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**Staff:Child Ratios and Supervision**

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Currently there are no children enrolled in the program. Proper child ratios discussed with the provider on this date and prior to the visit.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Currently there are no children enrolled in the program. Proper supervision discussed with the provider on this date and prior to the visit.