



**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:** 7/17/2025 **VisitType:** Licensing Study

**Arrival:** 9:45 AM **Departure:** 12:05 PM

**FR-000009530**

**Smith, Michelle D**

520 26th Avenue W Cordele, GA 31010 Crisp County  
(229) 417-5042 michellesmith4178@yahoo.com

Regional Consultant

Angela Williams-Jackson

Phone: (404) 710-3984

Fax: (678) 717-5765

angela.williams-jackson@dec.al.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★

| <u>Compliance Zone Designation</u> |                  |               | <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. |
|------------------------------------|------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 07/17/2025                         | Licensing Study  | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 02/06/2025                         | Monitoring Visit | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 07/16/2024                         | Licensing Study  | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|                                    |                  |               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

| <b>Ratio Capacity</b>                                                         |                  |               |      |             |                   |
|-------------------------------------------------------------------------------|------------------|---------------|------|-------------|-------------------|
| 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                                                                   | 6                | 5             | 0    | 2           | 0                 |
| 3 & 4 Years                                                                   | 2                | 3             | 0    | 1           | 0                 |
| School Age(5+) Years                                                          | 2                | 2             | 0    | 1           | 1                 |
| Total Under 13 Years                                                          | 10               | 10            | 0    | 4           | 1                 |
| Total Under 18 Years                                                          | 10               |               |      |             |                   |
| Children Present: 10 Total Children: 15                                       |                  |               |      |             |                   |
| Caregivers/Helpers Present: 3 Total Caregivers/Helpers: 2                     |                  |               |      |             |                   |
| <b>More than 6 for pay</b>                                                    |                  |               |      |             |                   |
| 6 for pay present & no-pay present does not have a notarized no-pay statement |                  |               |      |             |                   |

**Comments**

Citations were left with the Provider during this visit.

Plan of Improvement: Developed This Date

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



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**(Findings Report)**

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The following information is associated with a LS:

**Activities and Equipment**

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

**Met**

**Comment**

Toys and equipment observed to be clean and safe from hazardous conditions.

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

**Not Evaluated**

**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)**

**N/A**

**Comment**

Home does not provide swimming activities.

**Children's Records**

**Records Reviewed: 15**

**Records with Missing/Incomplete Components: 2**

Child # 7

Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2)

Child # 10

Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2)

**Finding**

290-2-3-.08(13) requires documentation for the care of children, related and unrelated, for whom no pay is received to include a notarized statement from the Parent(s) attesting to the non-pay status. It was determined based on a review of records that one child, #11 was missing a notarized statement from the parent attesting to non-pay status as required.

**POI (Plan of Improvement)**

The Home Provider will obtain and maintain documentation.

**Correction Deadline: 7/17/2025**

**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 two out of 15 children had an expired immunization record.

**POI (Plan of Improvement)**

The Home Provider will ensure that an immunization record/signed affidavit is on file for each enrolled Child.

**Correction Deadline: 7/17/2025**

**Prior Visits: 08/26/2021**

**Finding**

290-2-3-.08(9) requires that the Parent or person(s) authorized by the Parent or guardian to drop off and pick up the Child document each time the Parent or authorized person drops off and picks up the Child. The documentation shall include at least the following information: the date, the Child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person and shall be made available to the Department in printed or written form upon request. It was determined based on a review of records that the provider did not have a sign in/out record for all children present on this date.

**POI (Plan of Improvement)**

The Home will develop, if needed, and implement sign-in and out procedures that include all required information, will inform Parents of the procedures and will monitor to ensure Children are signed in and out as required.

**Correction Deadline: 7/17/2025**

**290-2-3-.08 Parental Authorization(CR)****Met****Comment**

Parent authorizations obtained and completed.

**Facility****290-2-3-.13 Physical Plant - Safe Environment****Not Met****Finding**

290-2-3-.13(1)(f) requires that fans be positioned or installed so as to be inaccessible to children. It was determined was determined based on observation that there was a fan accessible to children near the kitchen cabinet and the entrance to the FCCLH that posed a hazard.

**POI (Plan of Improvement)**

The Home Provider will ensure that fans are inaccessible.

**Correction Deadline: 7/17/2025**

**Comment**

Home observed to have complete emergency drills.

**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 that the following were accessible to children and posed a hazard:

Bathroom

- Baby wipes labeled, "Keep out of reach of children" on top of the back of toilet.

Kitchen

- A broom leaning against the refrigerator.

- A container of Clorox bleach and a grocery bag on the right side of the children's step stool near the sink and counter where children wash their hands.

- Baby wipes labeled, "Keep out of reach of children", adult scissors, and blue knives on top of the counter near the sink where children wash their hands.

The back room

- In a cubby was baby wipes labeled, "Keep out of reach of children" and a black backpack with two bottles of prescription medicine.

**POI (Plan of Improvement)**

To ensure the safe storage of hazardous items, the Home Provider will make these items inaccessible to the children.

**Correction Deadline: 7/17/2025**

**Prior Visits: 08/26/2021**

**Recited on 7/17/2025**

**Comment**

An operable and appropriately sized fire extinguisher was observed in the home on this date.

**Comment**

Operable smoke detectors were observed as required in the home on this date.

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

**Not Met**

**Finding**

290-2-3-.13(1)(e) prohibits the use of multiple plugs and electric extension cords. Electrical outlets within reach of children shall be plugged or covered. It was determined based on observation that there were two electrical outlets one near the music area and the other near the red and yellow sensory tables that were missing the protective caps, which posed a electrocution hazard.

**POI (Plan of Improvement)**

The Home will not use multiple plugs and electric extension cords and will check regularly to ensure electrical outlets are plugged or covered.

**Correction Deadline: 7/17/2025**

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

**Met**

**Comment**

The outside area appeared clean and well maintained.

**Food Service**

**290-2-3-.10 Kitchen Operations**

**Not Met**

**Finding**

290-2-3-.10(13) requires that all perishable and potentially hazardous foods be refrigerated at a temperature of forty (40) degrees Fahrenheit or below and served promptly after cooking. Freezer temperature shall be maintained at zero (0) degrees Fahrenheit or below. It was determined based on observation that the refrigerator temperature was not 40 degrees Fahrenheit or below as required. The temperature read 60 degrees Fahrenheit .

**POI (Plan of Improvement)**

The Home will ensure that refrigerator and freezer temperatures are met and maintained as required.

## 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**

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**

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

## Policies and Procedures

**290-2-3-.14 Required Reporting** Technical Assistance

**Technical Assistance**

The Consultant discussed with the Provider to ensure a communicable disease chart is posted.

**Correction Deadline: 7/17/2025**

## Safety and Discipline

**290-2-3-.11 Animals** Met

**Comment**

The Family Child Care Learning Home does not keep animals on the premises.

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

**Comment**

Age-appropriate discussion and redirection observed.

**290-2-3-.11 First Aid Kit** Met

**Comment**

Please add missing goggles in the first aid kit.

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

**Comment**

The provider does not provide routine transportation.

## Staff Records

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

**Comment**

Consultant requested to view all Criminal Record checks for employees hired after the last visit. Provider stated that there have been no new hires since the last visit.

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|----------------------------------------|------------|
| <b>290-2-3-.07 First Aid &amp; CPR</b> | <b>Met</b> |
|----------------------------------------|------------|

**Comment**

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

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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>Met</b> |
|-------------------------------------------|------------|

**Comment**

Appropriate ratios were observed on this date.

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

**Comment**

Adequate supervision observed on this date.