



**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:** 8/27/2024 **VisitType:** Monitoring Visit

**Arrival:** 10:55 AM **Departure:** 12:50 PM

**FR-000014881**

**Thompson-Holan, Joy D**

4531 EVAN COURT Hoschton, GA 30548 Gwinnett County

(678) 520-0207

FIRSTSTEPSINHOMECHILDCARE@YAHOO.COM

Regional Consultant

Lynn Schnitzer

Phone: (678) 717-5720

Fax: (770) 344-5683

lynn.schnitzer@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** No

| <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. |
|------------------------------------|------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 08/27/2024                         | Monitoring Visit | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 12/04/2023                         | Licensing Study  | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 03/09/2023                         | Licensing Study  | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|                                    |                  |               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

| Ratio Capacity                                            |                  |               |      |             |                   |
|-----------------------------------------------------------|------------------|---------------|------|-------------|-------------------|
| Age Ranges                                                | Children Present | Child For Pay | CAPS | Not for Pay | Provider Children |
| Infant (0-11 mos)                                         | 1                | 2             | 0    | 0           | 0                 |
| 1 & 2 Years                                               | 5                | 5             | 0    | 0           | 0                 |
| 3 & 4 Years                                               | 0                | 0             | 0    | 0           | 0                 |
| School Age(5+) Years                                      | 0                | 0             | 0    | 0           | 0                 |
| Total Under 13 Years                                      | 6                | 7             | 0    | 0           | 0                 |
| Total Under 18 Years                                      | 6                |               |      |             |                   |
| Children Present: 6 Total Children: 7                     |                  |               |      |             |                   |
| Caregivers/Helpers Present: 3 Total Caregivers/Helpers: 1 |                  |               |      |             |                   |

**Comments**

The purpose of this visit was to conduct a monitoring visit and to follow up to the previous visit conducted on December 4, 2023.

Plan of Improvement: Developed This Date 08/27/2024

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 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)**

**Technical Assistance**

**Comment**

Pleasant naptime environment observed.

**Comment**

Provider stated knowledge of infant safe sleep procedures.

**Technical Assistance**

290-2-3-.19(1)(d) - Consultant discussed with provider to ensure that cribs and cots have at 12 inches between them when children are sleeping.

**Correction Deadline: 8/27/2024**

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

**Not Evaluated**

**Comment**

Home does not provide swimming activities.

**Children's Records**

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

**Technical Assistance**

**Technical Assistance**

290-2-3-.08(1) - Consultant discussed with provider to ensure that children's enrollment records have the physicians telephone number.

**Correction Deadline: 8/27/2024**

**Correction Deadline: 12/25/2023**

Corrected on 8/27/2024

.08(2) - The previous citation was observed to be corrected. Consultant observed all children enrolled more than 30 days to have evidence of age-appropriate immunizations.

## Facility

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

Met

#### Comment

No hazards observed accessible to children on this date.

#### 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 stated proper knowledge of hand washing and hygiene procedures.

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

Met

#### Comment

Staff stated proper knowledge of diapering procedures.

### 290-2-3-.11 Medications(CR)

Not Evaluated

#### Comment

Per the provider no medication is currently dispensed

## Licensure

### 290-2-3-.04 Application Requirements(CR)

Met

#### Comment

The consultant observed the provider to care for six unrelated children for pay on this date.

## Safety and Discipline

### 290-2-3-.11 Discipline(CR)

Met

#### Comment

Pleasant interactions observed between the provider and children in care.

### 290-2-3-.11 Transportation(CR)

Not Evaluated

#### Comment

The provider does not provide routine transportation.

## Staff Records

**Finding**

290-2-3-.21(1)(b) requires every Provider 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. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the license date; provided, however, if the Provider 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 #3's, date of hire June 1, 2004, criminal background check had expired on December 4, 2023. Staff #3 was observed to be caring for children at the time of the visit. The provider submitted a records check application to the department and for staff #3, and made an appointment to submit fingerprints to an authorized fingerprinting site during the visit.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Home will close on August 28, 2024, in order for the provider to submit their fingerprints to an authorized fingerprinting site and will remain closed until the provider has received a satisfactory comprehensive records check determination. The provider will watch the CBC training videos on the Department website, and will submit the signed and dated affidavit to the consultant by September 3, 2024.

**Correction Deadline: 8/27/2024**

**Comment**

Consultant requested to view all Criminal Record checks for employees hired after last visit. Provider stated that there have been no new hires since last visit December 4, 2024.

**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 #1's criminal background check had expired on December 4, 2023. Staff #1 was observed to be present in the home at the time of the visit. The provider submitted a records check application to the department and for staff #1 and made an appointment for them to submit fingerprints to an authorized fingerprinting site during the visit.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION -The Home will close on August 28, 2024, in order for staff #1 to submit their fingerprints to an authorized fingerprinting site and remain closed until staff #1 has a new satisfactory comprehensive records check determination. The provider will watch the CBC training videos on the Department website, and will submit the signed and dated affidavit to the consultant by September 3, 2024.

**Correction Deadline: 8/27/2024**

**Finding**

290-2-3-.21(1)(m)3. requires that a new Comprehensive Records Check Determination be completed for the Provider and each Employee and Provisional Employee at least once every five years. It was determined based on review of records that staff #1's and staff #3's, date of hire June 1, 2004, criminal background checks had expired on December 4, 2023. Staff #1 was observed to be present in the home and staff #3 was caring for children at the time of the visit. The provider submitted a records check application to the department and for staff #1 and staff #3, and made an appointment for them to submit fingerprints to an authorized fingerprinting site during the visit.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Home will close on August 28, 2024, in order for the staff to submit their fingerprints to an authorized fingerprinting site and will remain closed until both staff have a comprehensive satisfactory records check determination on file. The provider will watch the CBC training videos on the Department website, and will submit the signed and dated affidavit to the consultant by September 3, 2024.

**Correction Deadline: 8/27/2024**

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