



**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:** 5/7/2025 **VisitType:** Licensing Study **Arrival:** 9:50 AM **Departure:** 1:00 PM

**FR-16343**

**Mitchell, Shannon S**

2014 EAST DERENNE AVENUE Savannah, GA 31406 Chatham  
County  
(912) 712-8288 ssm31406@comcast.net

Regional Consultant

Connie Boatright

Phone: (912) 544-9701

Fax: (912) 544-9700

connie.boatright@decal.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. |
|------------------------------------|------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 05/07/2025                         | Licensing Study  | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 11/30/2023                         | Licensing Study  | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 05/23/2023                         | Monitoring Visit | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|                                    |                  |               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

| <b>Ratio Capacity</b>                                                         |                  |               |      |             |                   |
|-------------------------------------------------------------------------------|------------------|---------------|------|-------------|-------------------|
| Age Ranges                                                                    | Children Present | Child For Pay | CAPS | Not for Pay | Provider Children |
| Infant (0-11 mos)                                                             | 2                | 2             | 0    | 0           | 0                 |
| 1 & 2 Years                                                                   | 8                | 6             | 0    | 3           | 0                 |
| 3 & 4 Years                                                                   | 1                | 0             | 0    | 1           | 0                 |
| School Age(5+) Years                                                          | 0                | 0             | 0    | 0           | 0                 |
| Total Under 13 Years                                                          | 11               | 8             | 0    | 4           | 0                 |
| Total Under 18 Years                                                          | 11               |               |      |             |                   |
| Children Present: 11 Total Children: 12                                       |                  |               |      |             |                   |
| Caregivers/Helpers Present: 3 Total Caregivers/Helpers: 3                     |                  |               |      |             |                   |
| <b>More than 6 for pay</b>                                                    |                  |               |      |             |                   |
| 6 for pay present & no-pay present does not have a notarized no-pay statement |                  |               |      |             |                   |

**Comments**

The provider stated no medication is administered, no field trips, routine transportation, or swimming activities are provided.

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.

---

#### 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.

---

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:**

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 CAPS/ QR Provisional Status, allowing for scholarships while working toward an initial star rating. Provisional Status eligibility will be determined at the time of CAPS enrollment as part of the CAPS application process.

**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!**



**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

**(Findings Report)**

**Date:** 5/7/2025 **VisitType:** Licensing Study

**Arrival:** 9:50 AM **Departure:** 1:00 PM

**FR-16343**

**Mitchell, Shannon S**

2014 EAST DERENNE AVENUE Savannah, GA 31406 Chatham  
County  
(912) 712-8288 ssm31406@comcast.net

Regional Consultant

Connie Boatright

Phone: (912) 544-9701

Fax: (912) 544-9700

connie.boatright@dec.al.ga.gov

**Mailing Address**

Same

The following information is associated with a Licensing Study:

**Activities and Equipment**

**Records Reviewed: 3**

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

Staff # 1

Not Met

Date of Hire: 06/13/2022

"Missing/Incomplete Components"

CPR/First Aid -.07(8)

Staff # 2

Not Met

Date of Hire: 11/15/2005

"Missing/Incomplete Components"

CPR/First Aid -.07(8),Health & Safety Certificate .07(7),Annual Training 10 Hours -.07(9)

Staff # 3

Not Met

Date of Hire: 02/20/2017

"Missing/Incomplete Components"

CPR/First Aid -.07(8),Annual Training 10 Hours -.07(9),Health & Safety Certificate .07(7)

**290-2-3-.09 Activities**

**Met**

**Comment**

The consultant observed age appropriate activities through out the providers home.

**Correction Deadline: 5/7/2025**

**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 Met**

**Comment**

Discussed SIDS and infant sleeping position.

**Finding**

290-2-3-.19(1)(a)2 requires that a mattress shall be provided for each crib and other equipment approved for infant sleep and shall be firm, tight-fitting, at least two inches (2") thick and covered with waterproof, washable material. Before a change of occupant, each mattress shall be cleaned with a disinfectant. It was determined based on observation that six of six pack and plays did not have a aright fitting two inch thick mattress covered with waterproof, washable material, as required.

**POI (Plan of Improvement)**

The Home Provider will remove mattresses that do not meet requirements and ensure that infant sleep mattresses are firm, tight-fitting, at least 2 inches thick, covered with waterproof, washable material and cleaned with a disinfectant before a change in occupant.

**Correction Deadline: 5/7/2025**

**Finding**

290-2-3-.19(1)(a)3 requires that each crib and other equipment approved for infant sleep shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. It was determined based on observation that six of six pack and play sheets were not tight fitting as required.

**POI (Plan of Improvement)**

The Home Provider will ensure that each crib or other equipment approved for infant sleep has a tight-fitting sheet that is changed daily or more often as needed and prior to a change of occupant.

**Correction Deadline: 5/7/2025**

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

Home does not provide swimming activities.

**Comment**

There is no pool on the property

**Children's Records****Records Reviewed: 3****Records with Missing/Incomplete Components: 3**

Staff # 1

Not Met

Date of Hire: 06/13/2022

"Missing/Incomplete Components"

CPR/First Aid -.07(8)

Staff # 2

Not Met

Date of Hire: 11/15/2005

"Missing/Incomplete Components"

CPR/First Aid -.07(8),Health &amp; Safety Certificate .07(7),Annual Training 10 Hours -.07(9)

Staff # 3

Not Met

Date of Hire: 02/20/2017

"Missing/Incomplete Components"

CPR/First Aid -.07(8),Annual Training 10 Hours -.07(9),Health &amp; Safety Certificate .07(7)

**Records Reviewed: 12****Records with Missing/Incomplete Components: 2**

Child # 3

Not Met

"Missing/Incomplete Components"

Allergy/Medical Information - (.08)(4)

Child # 7

Not Met

"Missing/Incomplete Components"

Allergy/Medical Information - (.08)(4)

**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 review of child records that two of twelve records were missing required information.

**POI (Plan of Improvement)**

The Home Provider will obtain the missing information and maintain the Children's records as required.

**Correction Deadline: 5/7/2025****290-2-3-.08 Parental Authorization(CR)****Met****Comment**

Parent authorizations obtained/completed.

**Facility**

Records Reviewed: 3

Records with Missing/Incomplete Components: 3

Staff # 1

Not Met

Date of Hire: 06/13/2022

"Missing/Incomplete Components"

CPR/First Aid -.07(8)

Staff # 2

Not Met

Date of Hire: 11/15/2005

"Missing/Incomplete Components"

CPR/First Aid -.07(8),Health &amp; Safety Certificate .07(7),Annual Training 10 Hours -.07(9)

Staff # 3

Not Met

Date of Hire: 02/20/2017

"Missing/Incomplete Components"

CPR/First Aid -.07(8),Annual Training 10 Hours -.07(9),Health &amp; Safety Certificate .07(7)

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

290-2-3-.13(1)(g) requires that measures be used to prevent the presence of rodents, flies, roaches and other vermin on the premises, Windows and doors used for ventilation shall be screened. It was determined based on observation that the cabinet located under the child hand washing sink in the bathroom had rodent droppings and accessible to the children. There was no safety latch on the cabinet door.

**POI (Plan of Improvement)**

The Home will use effective pest control methods, check the premises regularly and follow up immediately if any problems are noted. The Home will only leave screened windows and doors for ventilation and will not leave unscreened windows and doors open.

---

**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 observation that the fire drill log for April of 2025 was missing the number of children that participated in the fire drill and the length of time the fire drill lasted.

**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: 6/6/2025****Finding**

290-2-3-.11(2)(d) requires that hanging cords be inaccessible to children. It was determined based on observation that the TV cord was hanging below the electrical outlet, dangling and within reach of a child.

**POI (Plan of Improvement)**

The Home Provider will ensure that hanging cords are inaccessible.

**Correction Deadline: 5/7/2025****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 one ten ounce bottle of Cocoa Butter Scented Lotion was stored on the top of the red, yellow, and blue cubby, accessible to the children in care and labeled keep out of reach of children. Additionally, one nine ounce bottle of parent's choice Tear Free Wash & Shampoo, one fifteen ounce bottle of Parent's Choice Tear Free Baby Shampoo with Lavender, and one ten ounce spray can of Kidgets Baby Room Air Freshner were stored in the second cabinet to the bottom of a storage bin that was not locked and was accessible to the children, all labeled keep out of the reach of children.

**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: 5/7/2025****Comment**

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

**Comment**

The consultant observed the smoke detector to be working.

**Correction Deadline: 5/17/2025**

---

**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 two of four electrical outlets located under the TV was not covered with a protective covering. Additionally, four of four outlets located by the high chairs was not covered with a protective covering. All exposed electrical outlets were within reach of children in care.

**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: 5/7/2025**

---

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

The provider has turf on the playground. There was no equipment that requires resilient surface.

**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 a grey and blue slide was broken and had a one inch by four inch piece of plastic missing from the slide, exposing sharp edges. Additionally, the Little Tikes pic nic table had a hole in the center of the table surrounding the umbrella, exposing sharp edges.

**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: 5/17/2025**

**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 one security pole of the exit gate located on the back left corner of the fence, near the gray house, was rusted at the bottom of the pole. The consultant touched the gate and it fell backwards, causing a potential escape hazard.

**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: 5/7/2025**

**Comment**

Home does not provide swimming activities.

**Comment**

There is no pool on the property

|                     |
|---------------------|
| <b>Food Service</b> |
|---------------------|

**Records Reviewed: 3**

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

Staff # 1

Not Met

Date of Hire: 06/13/2022

"Missing/Incomplete Components"

CPR/First Aid -.07(8)

Staff # 2

Not Met

Date of Hire: 11/15/2005

"Missing/Incomplete Components"

CPR/First Aid -.07(8),Health & Safety Certificate .07(7),Annual Training 10 Hours -.07(9)

Staff # 3

Not Met

Date of Hire: 02/20/2017

"Missing/Incomplete Components"

CPR/First Aid -.07(8),Annual Training 10 Hours -.07(9),Health & Safety Certificate .07(7)

**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://dec.al.ga.gov/CACFP/Handbook.aspx> USDA <http://www.fns.usda.gov/cacfp/cacfp-handbooks>

**Health and Hygiene****Records Reviewed: 3****Records with Missing/Incomplete Components: 3**

Staff # 1

Not Met

Date of Hire: 06/13/2022

"Missing/Incomplete Components"

CPR/First Aid -.07(8)

Staff # 2

Not Met

Date of Hire: 11/15/2005

"Missing/Incomplete Components"

CPR/First Aid -.07(8),Health &amp; Safety Certificate .07(7),Annual Training 10 Hours -.07(9)

Staff # 3

Not Met

Date of Hire: 02/20/2017

"Missing/Incomplete Components"

CPR/First Aid -.07(8),Annual Training 10 Hours -.07(9),Health &amp; Safety Certificate .07(7)

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

Proper hand washing observed throughout the Home.

**Comment**

Staff were observed to remind children to wash hands.

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

Proper diapering procedures observed.

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

Per the provider no medication is currently dispensed

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

Staff # 1

Not Met

Date of Hire: 06/13/2022

"Missing/Incomplete Components"

CPR/First Aid -.07(8)

Staff # 2

Not Met

Date of Hire: 11/15/2005



---

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

---

"Missing/Incomplete Components"

CPR/First Aid -.07(8),Health &amp; Safety Certificate .07(7),Annual Training 10 Hours -.07(9)

Staff # 3

Not Met

Date of Hire: 02/20/2017

"Missing/Incomplete Components"

CPR/First Aid -.07(8),Annual Training 10 Hours -.07(9),Health &amp; Safety Certificate .07(7)

---

**290-2-3-.04 Application Requirements(CR)****Not Met****Finding**

290-2-3-.04(1)(d) requires a person that provides care for more than six children for pay, related or unrelated, as defined in these rules, shall make application to the Department for a license to operate a Child Care Learning Center, except as provided in 290-2-3-.07(15). It was determined based on observation, child head count, review of child records, and the provider's statement that twelve children are enrolled. Seven children were present for pay and four children were present for no pay.

**POI (Plan of Improvement)**

The Family Child Care Learning Home caring for more than six children shall reduce the number of children in care to six. The Family Child Care Learning Home will submit an application for a Child Care Learning Center and receive a license to operate from the Department before caring for more than six children, related or unrelated, for pay.

**Correction Deadline: 5/7/2025**

---

**Safety and Discipline**

---

---

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

---

Staff # 1

Not Met

Date of Hire: 06/13/2022

"Missing/Incomplete Components"

CPR/First Aid -.07(8)

Staff # 2

Not Met

Date of Hire: 11/15/2005

"Missing/Incomplete Components"

CPR/First Aid -.07(8),Health &amp; Safety Certificate .07(7),Annual Training 10 Hours -.07(9)

Staff # 3

Not Met

Date of Hire: 02/20/2017

"Missing/Incomplete Components"

CPR/First Aid -.07(8),Annual Training 10 Hours -.07(9),Health &amp; Safety Certificate .07(7)

---

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

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

---

**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**

Please replace/add missing/expired item(s) in first aid kit(s).

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

The provider does not provide routine transportation.

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

Staff # 1

Not Met

Date of Hire: 06/13/2022

"Missing/Incomplete Components"

CPR/First Aid -.07(8)

Staff # 2

Not Met

Date of Hire: 11/15/2005

"Missing/Incomplete Components"

CPR/First Aid -.07(8),Health &amp; Safety Certificate .07(7),Annual Training 10 Hours -.07(9)

Staff # 3

Not Met

Date of Hire: 02/20/2017

"Missing/Incomplete Components"

CPR/First Aid -.07(8),Annual Training 10 Hours -.07(9),Health &amp; Safety Certificate .07(7)

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

**Comment**

Criminal records checks were observed to be complete.

**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 cardiopulmonary resuscitation (CPR) and a triennial training program in first aid 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 base on review of staff records that staff # 1 CPR and first aid expired June of 2024. Additionally, the provider's CPR and first aid expired April of 2025. Additionally, staff # 3 did not have proof of completion of CPR and first aid as required.

**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: 6/6/2025**

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

Staff observed to be compliant with applicable laws and regulations.

**Finding**

290-2-3-.07(7) requires that the Provider, Employees and Provisional Employees with direct care responsibilities shall complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on review of staff records that staff # 2 and 3 did not have proof of completion of health and safety orientation training as required. .

**POI (Plan of Improvement)**

The Provider will complete the required training and will ensure any Employees or Provisional Employees complete the training. The Provider will develop a plan to ensure that any new Staff hired complete the training as required.

**Correction Deadline: 6/6/2025**

**Finding**

290-2-3-.07(9) requires that every calendar year, after the first year of employment the Provider, and any Provisional Employees or and Employees, shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department- approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained in the Home by the Provider, as required by these rules. It was determined based on review of staff records that staff # 2 and 3 did not have proof of completion of ten hours of annual training for the year of 2024 as required.

**POI (Plan of Improvement)**

The Home will obtain the required annual training for Staff and will keep certificates, cards, or other proof of training on file. The Home will submit proof of training to the Department, if requested.

**Correction Deadline: 6/6/2025**

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

|                            |                                                      |
|----------------------------|------------------------------------------------------|
| <b>Records Reviewed: 3</b> | <b>Records with Missing/Incomplete Components: 3</b> |
|----------------------------|------------------------------------------------------|

Staff # 1

Not Met

Date of Hire: 06/13/2022

"Missing/Incomplete Components"

CPR/First Aid -.07(8)

Staff # 2

Not Met

Date of Hire: 11/15/2005

"Missing/Incomplete Components"

CPR/First Aid -.07(8),Health &amp; Safety Certificate .07(7),Annual Training 10 Hours -.07(9)

Staff # 3

Not Met

Date of Hire: 02/20/2017

"Missing/Incomplete Components"

**290-2-3-.07 Staff:Child Ratios(CR)****Not Met****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 review of child records that seven unrelated were present for pay.

**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: 5/7/2025**

---

**290-2-3-.07 Supervision(CR)****Not Met****Finding**

290-2-3-.07(17) requires at least one Staff person with a satisfactory Comprehensive Records Check Determination shall supervise Children at all times appropriate to the individual age, needs and capabilities of each child. Such supervision must include, but not be limited to, indoor and outdoor activities, mealtimes, naptime, transportation, field trips, and transitions between activities. "Supervision" means Staff members are providing watchful oversight to the children, volunteers and Students-in-Training. The person(s) supervising in the child care area must be alert, positioned to maximize their ability to hear and see the children at all times, and able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the volunteers and Students-in-Training, and provide timely attention to the children's actions and needs. Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger. Plans shall be made to obtain additional Staff help in cases of emergencies. It was determined based on observation that one staff member was left on the playground with ten children ranging in ages of infant to the age of three when a second staff member walked inside to place an infant in a pack and play. Additionally, the second staff member placed the infant in the pack and play and walked to the back door for a brief moment not having the infant in direct sight.

**POI (Plan of Improvement)**

The Home will ensure that either the Provider or at least one Staff person with a satisfactory Comprehensive Records Check Determination supervises the children at all times as required by the rules. The Home will develop or update a plan to obtain additional Staff help in case of an emergency.

**Correction Deadline: 5/7/2025**