



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

Cover Sheet

Date: 2/16/2022 **VisitType:** Licensing Study

Arrival: 11:00 AM **Departure:** 12:15 PM

FR-0000250916

Allen, Rosemary

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Mailing Address

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Regional Consultant

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Quality Rated: No

<u>Compliance Zone Designation</u>			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.
02/16/2022	Licensing Study	Good Standing	
09/27/2021	Monitoring Visit	Good Standing	
05/05/2021	Licensing Study	Good Standing	

Ratios/License Capacity

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

Comments

An in-person visit was conducted on February 16, 2022. The administrative review was completed February 28, 2022. The Consultant completed exit conference by phone and a copy of licensing study was electronically emailed to the Program on February 28, 2022. Signature requested, and provider was unresponsive.

Plan of Improvement: Developed This Date 02/16/2022

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/RuleAndRegulations.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



Important New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

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

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), e-mail the following information to 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.

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)

Rosemary Allen, Program Official

Date

Stacey Foston, Consultant

Date



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Findings Report

Date: 2/16/2022 **VisitType:** Licensing Study **Arrival:** 11:00 AM **Departure:** 12:15 PM

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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)

Technical Assistance

Technical Assistance

290-2-3-.19 - The provider has recently began caring for infants. Discussed rules and regulations pertaining to approved sleeping equipment for infants, infant sleeping position and infant safe sleep requirements.

Comment

The children mats and bedding was stored as required.

Technical Assistance

290-2-3-.19(1)(a) - Observed a travel crib and a full size crib that meets current safety and compliance codes in the home. The Provider stated she is not using the full-sized crib at this time. Discussed with the provider about purchasing a new crib mattress that is compliant with the crib, meets mattress rules and is at least two inches in depth.

Correction Deadline: 2/16/2022

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

N/A

Comment

Home does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 5

Child # 1

Not Met

"Missing/Incomplete Components"

Release Person Information - (.08)(10),Physician & Emergency Contact Information - (.08)(1)

Child # 2

Not Met

"Missing/Incomplete Components"

Emergency Medical Authorization - (.08)(3)

Child # 3

Not Met

"Missing/Incomplete Components"

Dad Home # Missing -(.08)(1),Dad Work # Missing -(.08)(1),Physician & Emergency Contact Information - (.08)(1),Emergency Medical Authorization - (.08)(3),Allergy/Medical Information - (.08)(4),Infant Feeding Plan - (.10)(4),Release Person Information - (.08)(10)

Child # 4

Not Met

"Missing/Incomplete Components"

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

Child # 5

Not Met

"Missing/Incomplete Components"

Physician & Emergency Contact Information - (.08)(1),,Release Person Information - (.08)(10),Infant Feeding Plan - (.10)(4),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 a review of records that four children's physician information was incomplete. In addition, a parent telephone number was missing for one child and the authorized release person(s) information was incomplete for three children.

POI (Plan of Improvement)

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

Correction Deadline: 2/28/2022

Finding

290-2-3-.08(4) requires the Home to maintain a file for each Child that includes known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which would limit the Child's participation in the program. It was determined based on a review of submitted records that two of the five enrolled children did not have documentation of known allergies.

POI (Plan of Improvement)

The Home Provider will secure and maintain the missing Child's health information.

Correction Deadline: 2/28/2022

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 permission for emergency medical care was incomplete for three children.

POI (Plan of Improvement)

The Home Provider will have authorization for emergency medical care completed by the Parent for Children enrolled.

Correction Deadline: 2/28/2022

Facility

290-2-3-.11 Physical Plant - Safe Environment(CR)**Not Met****Finding**

290-2-3-.11(2)(a) requires the Home to have a written plan for handling emergencies, including but not limited to fire, severe weather, loss of electrical power or water, and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the Home. The Home will have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, continuity of operations, accommodation of infants and toddlers, children with disabilities, and children with chronic medical conditions. No Home personnel shall impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals. It was determined based on a review of records that the Provider did not submit the written emergency preparedness plans as required by this rule.

POI (Plan of Improvement)

The Home Provider will complete a written plan for emergencies. The consultant emailed a template of the emergency preparedness plans to the Provider.

Correction Deadline: 3/4/2022

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 a review of submitted documents that the Provider did not conduct a fire drill as required for the month of January 2022.

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: 3/18/2022

Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

Comment

An operable smoke detector and fire extinguisher was 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)**Technical Assistance****Technical Assistance**

290-2-3-.13(2)(a) - The Provider stated the children use the side area of the back yard. A section of the brick wall at the back of the yard is still damaged from an accident and the Provider is in the process of looking for contractor to fix the wall. Discussed with the Provider about putting up a barrier or temporary fencing material to ensure the damaged wall is not accessible to the children.

Food Service

290-2-3-.10 Food Service & Nutrition

Not Met

Finding

290-2-3-.10(3) requires a signed written feeding plan for children less than one (1) year of age be obtained from Parent(s). Instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the main child care area and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined based on a review of records that the feeding plan was incomplete for two infants.

POI (Plan of Improvement)

The Home will develop and implement a plan to obtain and post the completed feeding plan as part of the enrollment process and to have parents update the plans on a regular basis.

Correction Deadline: 2/28/2022

Health and Hygiene

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

Met

Comment

The Provider stated proper knowledge of hand washing and hygiene procedures.

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

Met

Comment

The provider stated appropriate 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 Family Child Care Learning Home this date.

Safety and Discipline

290-2-3-.11 Animals

N/A

Comment

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

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

Met

Comment

No inappropriate discipline observed during the visit,

Finding

290-2-3-.11(1)(e) requires the Home and any vehicle used for transportation Children to have a first aid kit which at least contains: scissors, tweezers, gauze pads, thermometer, adhesive tape, band-aids, insect - sting preparation, antiseptic cleaning solution, antibacterial ointment, bandages, disposable rubber gloves, protective eyewear, facemask, and cold pack. The first aid kit, together with a first aid instruction manual which must be kept with the kit at all times, shall be stored in a central location so that it is not accessible to Children but is easily accessible to the Provider and Staff. The Home must also maintain written directions for the use of universal precautions for handling blood and bodily fluids. The directions on the use of universal precautions must be kept with the first aid kit at all times. It was determined based on observation that the first aid kit was missing adhesive tape and band-aids.

POI (Plan of Improvement)

The Home will replace any missing items in the first aid kit, keep the instruction manual and written universal precautions with the kit and will check the kit regularly.

Correction Deadline: 3/4/2022

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)**

Met

Comment

Criminal records checks were observed to be complete.

290-2-3-.07 First Aid & CPR

Met

Comment

Evidence observed that the provider was certified in First Aid and CPR.

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

Not Met

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 a review of records that the Provider did not submit documentation of health and safety training for review.

POI (Plan of Improvement)

The provider will retake the training if the documentation is not available. The Provider will complete the required training and will ensure any Employees or Provisional Employees complete the training.

Correction Deadline: 3/18/2022

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 a review of records submitted that the Provider did not have 10 hours of annual training for the year 2021.

POI (Plan of Improvement)

The Provider will complete ten hours of training for they year 2022 by December 31, 2022. The Home will obtain the required annual training for Staff and will keep certificates, cards, or other proof of training on file.

Correction Deadline: 12/31/2022

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.