



**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: 12/2/2020 **VisitType:** Licensing Study

Arrival: 5:25 PM

Departure: 6:25 PM

CCLC-39314

Little Folks Farm & Childcare

1392 GA Hwy. 56 East Lyons, GA 30436 Toombs County
(912) 565-0262 lam4_@hotmail.com

Regional Consultant

Connie Boatright

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Mailing Address

1378 Ga Hwy 56 E, 10
Lyons, GA 30436

Quality Rated: ★ ★

Compliance Zone Designation			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.
12/02/2020	Licensing Study	Good Standing	
09/23/2019	Complaint Investigation Follow Up	Good Standing	
09/23/2019	Complaint Closure	Good Standing	

Ratios/License Capacity

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Main	Donkies - Left		0	0	C	12	C	17	C	Not In Use
Main	Pigs - Right	One Year Olds and Two Year Olds	2	10	C	13	C	NA	NA	Nap
Main	Ponies - Middle	Three Year Olds and Four Year Olds	1	13	C	16	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 41						Total Capacity @25 sq. ft.: 46				
Total # Children this Date: 23			Total Capacity @35 sq. ft.: 41			Total Capacity @25 sq. ft.: 46				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	38	C

Comments

The Administrative Review was completed on 12-01-2020 and the Virtual Visit was completed on 12-02-2020. The center director stated no new staff has been hired since the consultant's last visit. No medication is administered, no field trips or routine transportation is provided. The consultant discussed the new infant feeding plan form, the current executive checklist and temperature log.

Plan of Improvement: No Plan Developed

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



Please refer to the website, <http://www.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



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.decal.ga.gov/>
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@decal.ga.gov

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@decal.ga.gov.

- 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://decal.ga.gov/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)

Lisa Williams, Program Official

Date

Connie Boatright, Consultant

Date



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Findings Report

Date: 12/2/2020 **VisitType:** Licensing Study **Arrival:** 5:25 PM **Departure:** 6:25 PM

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The following information is associated with a Licensing Study:

Activities and Equipment**591-1-1-.03 Activities****Met****Comment**

The consultant observed a variety of age appropriate activities through out the center.

Correction Deadline: 12/2/2020

591-1-1-.12 Equipment & Toys(CR)**Met****Comment**

Toys and equipment was observed to be clean and in good repair.

591-1-1-.35 Swimming Pools & Water-related Activities(CR)**Met****Comment**

Center does not provide swimming activities.

Children's Records**Records Reviewed: 6****Records with Missing/Incomplete Components: 1**

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Doctor, Clinic, Phone Numbers	

Child # 5	Met
Child # 6	Met

591-1-1-.08 Children's Records

Not Met

Comment

Parent agreements observed obtained/completed.

Comment

Parent authorizations obtained/completed.

Finding

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on review of six random child files that one child's file did not have the doctor's phone number recorded as required.

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 12/2/2020

Facility

591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

591-1-1-.19 License Capacity(CR)

Met

Comment

Licensed capacity observed to be routinely met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR)

Met

Comment

Center appears clean and well maintained.

591-1-1-.26 Playgrounds(CR)

Met

Comment

Playground observed to be clean and in good repair.

Food Service

591-1-1-.18 Kitchen Operations

Met

Comment

Kitchen appears clean and well organized.

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR) **Met**

Comment

Staff state proper knowledge of diapering procedures.

591-1-1-.17 Hygiene(CR) **Met**

Comment

Staff stated proper hand washing techniques.

591-1-1-.20 Medications(CR) **Met**

Comment

The center director stated no medication is administered.

Safety

591-1-1-.05 Animals **Not Met**

Correction Deadline: 9/30/2019

Corrected on 12/2/2020

.05(1) - The previous citation was observed to be corrected on this date. A waiver was approved.

Finding

591-1-1-.05(3) requires Center Staff to ensure animals are properly vaccinated and to maintain documentation of the vaccinations at the Center. It was determined based on review of requested documents that no documents were produced to show proof of animal inoculations.

POI (Plan of Improvement)

The center will obtain all necessary vaccinations for animals on the premises and will file and store the records on site.

Correction Deadline: 2/4/2021

Recited on 12/2/2020

591-1-1-.11 Discipline(CR) **Met**

Comment

Staff were observed to maintain a positive learning environment on this date.

591-1-1-.13 Field Trips(CR) **Met**

Comment

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR) **Met**

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR) **Met**

Comment

Discussed SIDS and infant sleeping position.

Comment

Pleasant naptime environment observed.

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

Records Reviewed: 4

Records with Missing/Incomplete Components: 4

Staff # 1 Not Met

Date of Hire: 01/01/2018

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training,.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 2 Not Met

Date of Hire: 08/08/2019

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training

Staff # 3 Not Met

Date of Hire: 01/27/2020

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training

Staff # 4 Not Met

Date of Hire: 01/01/2000

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate,.33(4)-Food Prep Training Missing 4 hrs.

Staff Credentials Reviewed: 5

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met

Comment

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

Comment

Criminal record checks were observed to be complete.

591-1-1-.14 First Aid & CPR Met

Comment

Please be mindful of training expiration dates.

Finding

591-1-1-.33(3) requires each Staff member with direct care responsibilities to 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 requested documents that no documents were produced as proof that four of four staff members hired over 90 days having completed the required Health and Safety and Orientation Training.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

Correction Deadline: 3/31/2021

Finding

591-1-1-.33(4) requires within the first year of employment, the Director and person with primary responsibility for food preparation shall have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on requested documents that no documents were received as proof of completion of Food Preparation and Nutrition Training for the center director.

POI (Plan of Improvement)

The Center will schedule food preparation training, as required, and follow up to ensure the training is completed.

Correction Deadline: 3/31/2021

Finding

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers 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, as required by these rules. It was determined based on requested documents that one staff member hired 04-02-2018 completed zero hours of annual training for 2020 where 10 hours are required. Additionally, one staff member hired 08-07-2019 completed zero hours of annual training for 2020 where 10 hours are required. Additionally, one staff member hired 01-27-2020 completed 8.5 hours of annual training for 2020 where ten hours are required. Additionally, one staff member hired 01-01-2018 completed zero hours of annual training for 2020 where ten hours are required.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 3/31/2021

591-1-1-.31 Staff(CR)**Not Met****Finding**

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on review of staff filed and additional requested documents that one staff member hired January 1, 2018 is beyond her eighteen months of employment and does not have qualifying experience or proof of currently being enrolled in an educational program and actively participating in the program.

POI (Plan of Improvement)

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience.

Correction Deadline: 6/1/2021

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)**Met****Comment**

Center observed to maintain appropriate staff:child ratios.

591-1-1-.32 Supervision(CR)**Met****Comment**

Adequate supervision observed on this date.