



**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:** 6/29/2021    **VisitType:** Licensing Study    **Arrival:** 11:10 AM    **Departure:** 12:30 PM

**FR-000011676**

**Jones, Patricia A**

608 PINE GLEN DRIVE Albany, GA 31705 Dougherty County  
(229) 434-8145 PAT8480@MCHSI.COM

**Regional Consultant**

Lisa Johnson

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**Mailing Address**

608 PINE GLEN DRIVE  
ALBANY, GA 31705

**Quality Rated:**

<b>Compliance Zone Designation</b>			<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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
06/29/2021	Licensing Study	Good Standing	
11/04/2020	Monitoring Visit	Good Standing	
03/02/2020	Monitoring Visit	Good Standing	

**Ratios/License Capacity**

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	0	0	0	0	0
3 & 4 Years	0	0	0	0	0
School Age(5+) Years	5	5	0	0	0
<b>Total Under 13 Years</b>	5	5	0	0	0
<b>Total Under 18 Years</b>	5				

  

Children Present: 5	Total Children: 5
Caregivers/Helpers Present: 1	Total Caregivers/Helpers: 1

**Comments**

An Administrative Review was conducted on June 29, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on June 29, 2021 with Mrs. Jones the provider. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on May 12, 2020 was reviewed during the virtual inspection.

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](mailto: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](mailto: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)

\_\_\_\_\_  
Patricia Jones, Program Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Lisa Johnson, Consultant

\_\_\_\_\_  
Date



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### Findings Report

**Date:** 6/29/2021    **VisitType:** Licensing Study    **Arrival:** 11:10 AM    **Departure:** 12:30 PM

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The following information is associated with a Licensing Study:

### Activities and Equipment

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

**Met**

**Comment**

290-2-3-.09(1) - Observed age appropriate activities during the virtual walk through on this date.

**Correction Deadline: 6/29/2021**

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

**Met**

**Comment**

A variety of equipment and toys were observed during the virtual walk through on this date.

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

**Met**

**Comment**

Care is not provided for any infant required to be in a crib. (This rule was not evaluated)

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

**Met**

**Comment**

No pool was observed on the property during the virtual visit on this date.

**Comment**

Per the provider, the home does not provide swimming activities.

### Children's Records

**Records Reviewed: 5**

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

Child # 1

Met

Child # 2

Met

**Records Reviewed: 5**

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

Child # 3 Not Met  
"Missing/Incomplete Components"  
Immunization Form - (.08)(2)

Child # 4 Met

Child # 5 Not Met  
"Missing/Incomplete Components"  
Immunization Form - (.08)(2)

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

**Not Met**

**Comment**

Records were observed to be complete and well organized during the virtual visit on this date. During the next scheduled in person visit, the consultant will review all files in person.

**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 that two of five enrolled children did not have evidence of a completed immunization record on file for the consultant to view during the virtual visit.

**POI (Plan of Improvement)**

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

**Correction Deadline: 6/29/2021**

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

**Met**

**Comment**

Parent authorizations obtained/completed. Files were observed virtually on this date. During the next scheduled in person regulatory visit, the consultant will review files in person.

**Facility**

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**290-2-3-.08 Physical Plant - Safe Environment**

**Met**

**Comment**

290-2-3-.08(15) - Appropriate water and sewage systems was discussed with the provider during the virtual visit on this date.

**Correction Deadline: 6/29/2021**

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**290-2-3-.13 Physical Plant - Safe Environment**

**Met**

**Comment**

290-2-3-.13(1)(g) - The home was observed to be clean and in good repair during the virtual visit on this date.

**Correction Deadline: 7/9/2021**

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

**Met**

**Comment**

290-2-3-.11(2)(c) - Observed emergency drills to be complete on this day during the virtual visit.

**Correction Deadline: 7/29/2021**

**Comment**

290-2-3-.11(2)(g) - No firearms are kept at the home.

**Correction Deadline: 6/29/2021**

**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.

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

**Comment**

The Home appears clean and free from hazards during the virtual walk through on this date.

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

**Comment**

The outside area appears clean and well maintained during the virtual walk through on this date.

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**Food Service**

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

**Comment**

290-2-3-.10(6) - Observed a menu book during the virtual visit to be complete and organized. The provider is on the food program and all USDA guidelines are required to be met.

**Correction Deadline: 6/29/2021**

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

**Comment**

290-2-3-.10(16) - Cleaning supplies were observed during the virtual walk through to be properly secured and stored separately from food preparation items.

**Correction Deadline: 6/29/2021**

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**Health and Hygiene**

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

**Comment**

Staff state proper knowledge of hand washing and hygiene procedures.

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

**Comment**

There are no diapered children currently enrolled in the program.

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

**Comment**

Per the provider no medication is currently dispensed

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**Licensure**

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**290-2-3-.04 Application Requirements(CR)** **Met**

**Comment**

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

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**Safety and Discipline**

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

**Comment**

Appropriate vaccination records were available and observed during the virtual visit on this date. During the next scheduled in person visit, this record will be reviewed at that time.

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

**Comment**

The provider and/or the home's employee were observed to maintain a positive learning environment on this date.

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

**Comment**

Complete first aid kit observed in the Family Child Care Learning Home during the virtual visit on this date.

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

**Comment**

The provider does not provide routine transportation.

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**Staff Records**

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**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.

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**290-2-3-.07 First Aid & CPR** **Technical Assistance**

**Technical Assistance**

290-2-3-.07(8) - This rule was not evaluated during the virtual visit on this date. First aide and CPR was excused during this last year due to the pandemic and will be re-evaluated during the next scheduled licensing study.

**Correction Deadline: 7/29/2021**

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

**Comment**

Staff observed to be compliant with applicable laws and regulations. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on May 12, 2020.

**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, record keeping, 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 the consultants discussion with the provider that ten hours was not obtained during 2020 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. The consultant discussed online training resources with the provider during the virtual visit on this date.

**Correction Deadline: 12/31/2021**

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<b>Staff:Child Ratios and Supervision</b>
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**290-2-3-.07 Staff:Child Ratios(CR)****Met****Comment**

Appropriate ratios were observed on this date.

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

The Provider was observed directly supervising and being attentive to the needs of the children.