



**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:** 6/4/2021 **VisitType:** Licensing Study

**Arrival:** 10:00 AM **Departure:** 10:45 AM

**FR-000012323**

**Muqtasid, Cecilia**

180 BISCAYNE DRIVE Athens, GA 30606 Clarke County  
(706) 546-0623 cecillamuqtasid@yahoo.com

**Mailing Address**

180 BISCAYNE DRIVE  
ATHENS, GA 30606

**Regional Consultant**

Kelly Jones

Phone: (770) 357-7062

Fax: (770) 357-7061

kelly.jones@decal.ga.gov

**Quality Rated:** No

Compliance Zone Designation			<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.
06/04/2021	Licensing Study	Good Standing	
12/23/2020	Monitoring Visit	Good Standing	
03/05/2020	Licensing Study	Good Standing	

**Ratios/License Capacity**

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

**Comments**

An in-person visit was conducted on June 4, 2021 with the Provider. An Administrative Review was conducted on June 8, 2021, 2020 staff records, children's files, training and background checks were all reviewed. The program was in compliance with the Executive Order issued on May 28, 2021 and was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 06/04/2021

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)

Cecilia Muqtasid, Program Official

Date

Kelly Jones, Consultant

Date



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### Findings Report

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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**

Toys and equipment observed to be clean and safe from hazardous conditions.

**Comment**

Equipment and furniture observed to be properly secured, as applicable.

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

**Met**

**Comment**

Discussed SIDS and infant sleeping position.

**Comment**

Pleasant naptime environment observed.

**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: 4**

**Records with Missing/Incomplete Components: 1**

Child # 1

Met

Child # 2

Not Met

"Missing/Incomplete Components"

Infant Feeding Plan - (.10)(4)

Child # 3

Met

Child # 4

Met

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

Records were observed to be complete and well organized.

**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 have the complete and updated Emergency Preparedness Plan on file.

**POI (Plan of Improvement)**

The Home Provider will complete a written plan for emergencies.

**Correction Deadline: 6/14/2021****Comment**

Home observed complete emergency drills

**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 play area on screened in porch appears clean and well maintained. Consultant discussed with the provider to monitor and maintain screen for tears. Consultant discussed with the provider to ensure toys and equipment are monitored for wear and tear and remain in good conditions with no hazards.

**Food Service****290-2-3-.10 Food Service & Nutrition****Technical Assistance****Technical Assistance**

290-2-3-.10(3) - Consultant discussed with the provider to ensure to have the most update feeding plan on file for each child under one -years of age.

Correction Deadline: 6/4/2021

## Health and Hygiene

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

Met

#### Comment

Staff state proper knowledge of hand washing and hygiene procedures.

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

Met

#### Comment

Staff state proper knowledge of diapering procedures.

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

Met

#### 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.

## Policies and Procedures

### 290-2-3-.06 Parental Access

Met

#### Comment

290-2-3-.06 - Parental Access requirements are met per current COVID-19 guidelines. No correction needed..

Correction Deadline: 6/4/2021

## Safety and Discipline

### 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

Age-appropriate discussion and/or redirection observed.

### 290-2-3-.11 First Aid Kit

Met

#### Comment

Consultant discussed with the provider to check expiration dates and replace/add missing/expired item(s) in first aid kit(s) as needed.

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

Met

#### Comment

The provider does not provide routine transportation.

## Staff Records

### 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 12/23/2020.

#### Comment

One of one 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. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during the virtual walk through on this date. The program is in compliance with the Executive Order issued on May 28, 2021..

### 290-2-3-.07 Staff Training

Met

#### Comment

Annual training requirement and documentation observed.

## 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

The Provider was observed directly supervising and being attentive to the needs of the children. Discussed new revision to the supervision rule which states: Staff shall be attentive and participating with all children during meal times and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.