



**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:** 6/21/2021    **VisitType:** Licensing Study    **Arrival:** 3:30 PM    **Departure:** 5:00 PM

**FR-00008025**

**Flowers, Shirley A**

2 Duvall Drive Cordele, GA 31015 Crisp County  
(229) 271-1895 shirley-flowers@att.net

**Regional Consultant**

Brandi Mangino

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**Mailing Address**  
Same

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
06/21/2021	Licensing Study	Good Standing
07/31/2020	Monitoring Visit	Good Standing
02/25/2020	Monitoring Visit	Good Standing

**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.

**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	2	2	0	0	0
3 & 4 Years	1	1	0	0	0
School Age(5+) Years	2	2	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 21, 2021. Staff records, children records, trainings and background checks were all reviewed. A virtual visit was conducted on June 23, 2021 with the Director. An in person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued May 28, 2021 was discussed.

Plan of Improvement: Developed This Date 06/21/2021

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)

Shirley Flowers, Program Official

Date

Brandi Mangino, Consultant

Date



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### Findings Report

**Date:** 6/21/2021    **VisitType:** Licensing Study    **Arrival:** 3:30 PM    **Departure:** 5:00 PM

**FR-000008025**

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The following information is associated with a Licensing Study:

### Activities and Equipment

#### 290-2-3-.09 Activities

Technical Assistance

##### Technical Assistance

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.  
Age appropriate lesson plans, activities and outside time were discussed

**Correction Deadline: 6/9/2021**

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

Technical Assistance

##### Comment

A variety of equipment and toys were observed.

##### Technical Assistance

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.  
Cleaning and disinfecting of equipment and toys were discussed.

**Correction Deadline: 6/9/2021**

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

Technical Assistance

##### Technical Assistance

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.  
Safe Sleep requirements were discussed. Cleaning and disinfecting of mat/cots and cribs as well as cleaning of sheets was discussed. Mat/cots and cribs were observed during the virtual walk through.

**Correction Deadline: 6/9/2021**

**Comment**

Home does not provide swimming activities.

<b>Children's Records</b>
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**Records Reviewed: 5**

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

Child # 1	Met
Child # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
Release Person Information - (.08)(10)	
Child # 3	Met
Child # 4	Met
Child # 5	Not Met
<u>"Missing/Incomplete Components"</u>	
Immunization Form - (.08)(2)	

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

**Not Met**

**Technical Assistance**

Please ensure that all emergency contacts have an address listed.

**Correction Deadline: 6/9/2021**

**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 based on a review of records that one of five immunizations was observed to be expired.

**POI (Plan of Improvement)**

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

**Correction Deadline: 6/9/2021**

<b>Facility</b>
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**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 provider did not have the updated emergency preparedness plan completed and only the one from when the provider was initially licensed.

**POI (Plan of Improvement)**

The Home Provider will complete a written plan for emergencies.

**Correction Deadline: 7/1/2021**

**Technical Assistance**

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.  
Discussed keeping hazards inaccessible to children in care.

**Correction Deadline: 7/1/2021**

**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.

**Technical Assistance**

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.  
Discussed keeping hazards inaccessible to children in care.

**Correction Deadline: 6/21/2021**

**Technical Assistance**

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.

**Correction Deadline: 6/21/2021**

**Food Service**

**Technical Assistance**

) Discussed new revision to restricted food rule which states: Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

3.) Please ensure the new updated infant feeding form is used. Discussed revision to the written feeding plans for children under the age of 1 years old. Age-appropriate solid foods (including cereal) shall not be given to infants or children less than one (1) year of age until recommended as developmentally appropriate by the child's primary care physician and indicated in writing by the Parent(s). As soon as the feeding plan indicates that a child is ready for solid foods, the child shall be fed from individual spoons and individual containers or dishes. A child shall not be fed directly from the original baby food container if the contents are to be fed to the child at more than one (1) meal or to more than one (1) child.

**Correction Deadline: 6/21/2021****Technical Assistance**

Discussed cleaning of kitchen surfaces and storing of food and cleaning products.

**Correction Deadline: 6/21/2021**

<b>Health and Hygiene</b>
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**Technical Assistance**

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.  
Handwashing requirements discussed.

**Correction Deadline: 6/21/2021****Technical Assistance**

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.  
Diapering requirements discussed.

**Correction Deadline: 6/21/2021****Comment**

Per the provider no medication is currently dispensed

<b>Licensure</b>
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**290-2-3-.04 Application Requirements(CR)****Technical Assistance****Technical Assistance**

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.  
Discussed application requirements.

**Correction Deadline: 6/21/2021**

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**Policies and Procedures**

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**290-2-3-.14 Required Reporting****Technical Assistance****Technical Assistance**

New required reporting requirements were discussed.

**Correction Deadline: 6/21/2021**

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**Safety and Discipline**

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**290-2-3-.11 Discipline(CR)****Technical Assistance****Technical Assistance**

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.  
Discipline was not Directly observed during the virtual walk through. Regulations regarding discipline were discussed.

**Correction Deadline: 6/21/2021**

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**290-2-3-.11 Transportation(CR)****Not Evaluated****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

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

Please ensure that first aid and CPR is a hands on version as National CPR Foundation is an online version that does not meet the requirements.

**Correction Deadline: 7/21/2021**

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

Additional cleaning and disinfecting due to the COVID-19 pandemic was discussed. The center was in compliance with the Executive Order issued May 28, 2021.

**Correction Deadline: 6/22/2021**

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

**Not Met**

**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 that provider had five and a half hours of the required annual training for the 2020 year.

**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: 7/21/2021**

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

**Technical Assistance**

**Comment**

Appropriate ratios were observed on this date.

**Technical Assistance**

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.  
Staff:child ratio requirements were discussed.

**Correction Deadline: 6/21/2021**

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

**Technical Assistance**

**Technical Assistance**

2 A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.  
Discussed new revision to the supervision rule which states: 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.

**Correction Deadline: 6/21/2021**

**Comment**

Adequate supervision observed on this date.