



**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:** 5/11/2021    **VisitType:** Licensing Study

**Arrival:** 2:00 PM

**Departure:** 3:00 PM

**FR-46545**

**Palmer, Jeannie M**

2090 Big Cedar Road Washington, GA 30673 Wilkes County  
(706) 678-3580 jeannie\_bruce1964@yahoo.com

**Regional Consultant**

Melyn Smith

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**Mailing Address**

Same

**Quality Rated:**

<b>Compliance Zone Designation</b>		
05/11/2021	Licensing Study	Good Standing
11/03/2020	Monitoring Visit	Good Standing
11/06/2019	Licensing Study	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	0	0	2	0
3 & 4 Years	5	6	0	3	0
School Age(5+) Years	1	0	0	1	0
<b>Total Under 13 Years</b>	8	6	0	6	0
<b>Total Under 18 Years</b>	8				

Children Present: 8	Total Children: 12
Caregivers/Helpers Present: 5	Total Caregivers/Helpers: 4

**Comments**

An Administrative Review was conducted on May 11, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on May 17, 2021 with the Provider. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on May 1, 2021 was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 05/11/2021

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)

Jeannie Palmer, Program Official

Date

Melyn Smith, Consultant

Date



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### Findings Report

**Date:** 5/11/2021    **VisitType:** Licensing Study    **Arrival:** 2:00 PM    **Departure:** 3:00 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**

A variety of equipment and toys were observed. Hand washing and sanitizing requirements for diapering were discussed with the Provider on this date.

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

**N/A**

**Comment**

Currently the provider is not caring for infants. (This rule was not evaluated on this date)

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

**N/A**

**Comment**

Home does not provide swimming activities.

### Children's Records

**Records Reviewed: 8**

**Records with Missing/Incomplete Components: 0**

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met
Child # 6	Met

**Records Reviewed: 8**

**Records with Missing/Incomplete Components: 0**

Child # 7

Met

Child # 8

Met

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

**Met**

**Comment**

Records were observed to be complete and well organized.

**Facility**

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

**Met**

**Comment**

Home observed complete emergency drills

**Comment**

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

**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.

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

**Met**

**Comment**

The outside area appears clean and well maintained.

**Food Service**

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

**Technical Assistance**

**Comment**

290-2-3-.10(3) - The Provider had no infants enrolled on this date. The Consultant discussed with the Provider to 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: 5/11/2021**

**Technical Assistance**

290-2-3-.10(8) - The Consultant discussed with the Provider regarding the 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.

**Correction Deadline: 5/11/2021**

## Health and Hygiene

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

**Met**

**Comment**

Hand washing requirements were discussed with the Provider on this date.

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

**Met**

**Comment**

Hand washing and sanitizing requirements for diapering were discussed with the Provider on this date. 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. The Provider and a helper were observed to provide care for four unrelated children for pay and four related children for no pay on this date during the virtual walk through.

## Safety and Discipline

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

**Technical Assistance**

**Technical Assistance**

290-2-3-.11(3) - A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the /Provider on this date. The Consultant discussed with the Provider that the use of time-out was not appropriate for children under three-years-old. The Provider stated that positive redirection was used.

**Correction Deadline: 5/11/2021**

**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.

**Comment**

Provider provided one file for employee hired since last visit.

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

**Met**

**Comment**

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

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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 1, 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 review of records, that Staff #4, identified as a Helper, had evidence of completing four hours of annual training, when ten hours were required for 2020.

**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: 12/31/2021**

<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**

Adequate supervision observed on this date during the virtual walk through. The Consultant discussed with the Provider the 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.