OF GFO
V LS
1776

## 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:
 8/3/2022
 VisitType:
 Licensing Study
 A

Arrival: 10:10 AM

Departure: 10:50 AM

**Regional Consultant** 

Phone: (706) 855-3455

Fax: (706) 434-7640 melyn.smith@decal.ga.gov

Melyn Smith

# FR-46545

Palmer, Jeannie M 2090 Big Cedar Road Washington, GA 30673 Wilkes County

(706) 678-3580 jeannie\_bruce1964@yahoo.com

#### Mailing Address

Same



Com	pliance Zone Desig		<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
08/03/2022	Licensing Study		standing, support, and deficient.
05/23/2022	Monitoring Visit	Good Standing	Good Standing - Program is demonstrating an acceptable level of performance in meeting the rules.
12/02/2021	Licensing Study	Good Standing	Support - 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.

#### Ratios/License Capacity

Age Ranges	Children Present	Child For Pay	CAPS	Not for Pay	Provider Childrer		
Infant (0-11 mos)	1	0	0	1	0		
1 & 2 Years	6	3	0	5	0		
3 & 4 Years	4	3	0	1	0		
School Age(5+) Years	0	0	0	0	0		
Total Under 13 Years	11	6	0	7	0		
Total Under 18 Years	11		-				
Children Present: 11	en Present: 11 Total Children: 13						
Caregivers/Helpers Present: 4	Total Caregivers/Helpers: 3						

#### **Comments**

On this date, the consultant followed up to previous visit and conducted an on-site Licensing Study. Consultant requested the provider submit required documents for the Administrative Review process. An Administrative Review was conducted on August 8, 2022. Staff files, children's files, training, and background checks were all reviewed. The Consultant completed exit conference virtually and a copy of the licensing study/monitoring visit report was electronically emailed to the Program on August 8, 2022.

Plan of Improvement: Developed This Date 08/03/2022

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, <u>http://www.decal.ga.gov/CCS/RulesAndRegulations.aspx</u>, 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 Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

Contact the Quality Rated help desk a1 855-800-7747 or <u>qualityrated@decal.ga.gov</u> for more information. Free techincal assistance is available!

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), do the following:

1) Log into DECAL KOALA www.decalkoala.com with the userid for your program

2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute

3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation

4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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

STA	OF GLOOP	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 Findings Report						
Deter	0/2/2022				-	-	Dementures	10.50 414
Date:	8/3/2022	visit i ype:	Licensing Study		Arrivai:	10:10 AM	Departure:	
FR-46	545 er, Jeannie N					-	<b>onal Consultaı</b> n Smith	nt
2090 I (706)	Jig Cedar Ro	ad Washingt	on, GA 30673 Wi 964@yahoo.com	lkes County		Phor Fax:	ne: (706) 855-34 (706) 434-7640 n.smith@decal.	)
Same	llowing infor	mation is as	sociated with a l	Licensing S	tudy:	Activit	tios and E	winmont
						ACTIVI	ties and Ec	Juipment
290-2-3	312 Equipm	ent and Sup	oplies(CR)					Met
<b>Comm</b> A varie		ent and toys v	vere observed.					
290-2-3	319 Infant-S	Bleeping Saf	ety Requirement	s(CR)				Met
	nt naptime er							
Comm Home of Comm	ent does not prov ent	ide swimmin	Water-related Ac	ctivities(CR)				N/A
There i	s no pool on	the property					Childrania	Decerde
							Children's	Records
Reco	ords Reviewe	ed: 13		Rec	ords wit	th Missing/In	complete Com	ponents: 3
Child	# 1					Met		
Child	# 2					Not Met		
	<u>Missing/Incon</u> hysician & Er	•	onents" ntact Information	- (.08)(1)				
Child	# 3					Met		
Child	# 4					Met		

Child # 5 <u>"Missing/Incomplete Components"</u> Immunization Form - (.08)(2)	Not Met
Child # 6	Met
Child # 7	Met
Child # 8	Met
Child # 9	Met
Child # 10 <u>"Missing/Incomplete Components"</u> Physician & Emergency Contact Information - (.08)(1)	Not Met
Child # 11	Met
Child # 12	Met
Child # 13	Met

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

Not Met

#### Finding

290-2-3-.08(1) requires the Home to have a current and updated record for each Child in care and for a period of one (1) year after each Child leaves. Such records shall include: identifying information (Child's name, birth date, Parent's name, home and business addresses, telephone numbers); name, address and telephone number of persons, including Child's physician, to contact in emergencies; and name, address, telephone numbers, relationship to Child and to Parent(s) and other identifying information of person(s) to whom the Child may be released. It was determined, based on review of records, that two children's files reviewed were lacking the information for the child's emergency contact on this date.

#### POI (Plan of Improvement)

The Home Provider will obtain the missing information and maintain the Children's records as required.

#### Correction Deadline: 8/12/2022

#### 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 review of records, that two enrolled children were lacking current evidence of age-appropriate immunizations or a signed affidavit against such immunizations or a signed affidavit against such immunizations on this date.

#### **POI (Plan of Improvement)**

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

#### Correction Deadline: 8/12/2022

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

#### Comment Home obse

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)

### Comment

The Home appears clean and free from hazards.

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

## **Technical Assistance**

290-2-3-.13(2)(a) - The Consultant discussed with the Provider to please ensure the vines growing up the fence surrounding the outside play area were cut back and removed.

## Correction Deadline: 8/13/2022

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

#### Finding

290-2-3-.10(3) requires a signed written feeding plan for children less than one (1) year of age be obtained from Parent(s). Instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the main child care area and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined, based on review of records, that the written feeding plan for the infant enrolled was missing required information, as the infant feeding plan form used was not the form updated on October, 1, 2020. The Consultant emailed the updated infant feeding plan form to the Provider on this date.

#### POI (Plan of Improvement)

The Home will develop and implement a plan to obtain and post the completed feeding plan as part of the enrollment process and to have parents update the plans on a regular basis.

#### Correction Deadline: 8/12/2022

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

#### Comment

Staff state proper knowledge of hand washing and hygiene procedures.

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

#### Comment

The provider stated appropriate diapering procedures.

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

#### Comment

Per the provider no medication is currently dispensed

**Technical Assistance** 

**Food Service** 

Not Met

# Health and Hygiene

N/A

#### Met

Met

Met

Met

## 290-2-3-.04 Application Requirements(CR)

## 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 six unrelated children for pay and five related children for no pay on this date.

Comment         Appropriate vaccination records were available on this date.         290-2-311 Discipline(CR)       Met         Comment       The provider and/or the home's employee were observed to maintain a positive learning environment on this date.         290-2-311 First Aid Kit       Met         Comment       Comment         Complete first aid kit observed in the Family Child Care Learning Home       N/A         290-2-311 Transportation(CR)       N/A         Comment       The provider does not provide routine transportation.         290-2-321 Criminal Records and Comprehensive Background Checks(CR)       Met         Comment       Criminal records checks were observed to be complete.         290-2-307 First Aid & CPR       Met         Comment       Evidence observed that the provider was certified in First Aid and CPR.         290-2-307 Staff Qualifications(CR)       Met         Comment       Evidence observed to be compliant with applicable laws and regulations.         290-2-307 Staff Training       Met         Comment       Staff observed to be compliant with applicable laws and regulations.		
Appropriate vaccination records were available on this date.       99-2-311 Discipline(CR)       Met         Comment       The provider and/or the home's employee were observed to maintain a positive learning environment on this date.       99-2-311 First Aid Kit       Met         290-2-311 First Aid Kit       Met       Comment       Met         Comment       Comment       Met         290-2-311 Transportation(CR)       N/A       Met         Comment       N/A       Comment         The provider does not provide routine transportation.       Staff Records         290-2-321 Criminal Records and Comprehensive Background Checks(CR)       Met         Comment       Criminal records checks were observed to be complete.         290-2-307 First Aid & CPR       Met         Comment       Evidence observed that the provider was certified in First Aid and CPR.         290-2-307 Staff Qualifications(CR)       Met         Comment       Staff Observed to be compliant with applicable laws and regulations.         290-2-307 Staff Training       Met         Comment       Staff Observed to be compliant with applicable laws and regulations.         290-2-307 Staff Training       Met         Comment       Staff Observed to be compliant with applicable laws and regulations.	290-2-311 Animals	Met
Comment         The provider and/or the home's employee were observed to maintain a positive learning environment on this date.         290-2-311 First Aid Kit       Met         Comment       Comment         Comment       N/A         Comment       Staff Records         290-2-321 Criminal Records and Comprehensive Background Checks(CR)       Met         Comment       Criminal records checks were observed to be complete.         290-2-307 First Aid & CPR       Met         Comment       Evidence observed that the provider was certified in First Aid and CPR.         290-2-307 Staff Qualifications(CR)       Met         Comment       Staff observed to be compliant with applicable laws and regulations.         290-2-307 Staff Training       Met         Comment       Staff observed to be compliant with applicable laws and regulations.         290-2-307 Staff Training       Met         Comment       Met         Comment       Comment         Staff observed to be compliant with applicable laws and regulations.       Comment <tr< th=""><th><b>Comment</b> Appropriate vaccination records were available on this date.</th><th></th></tr<>	<b>Comment</b> Appropriate vaccination records were available on this date.	
The provider and/or the home's employee were observed to maintain a positive learning environment on this date. 290-2-311 First Aid Kit Met Comment Complete first aid kit observed in the Family Child Care Learning Home 290-2-311 Transportation(CR) N/A Comment The provider does not provide routine transportation.  Staff Records 290-2-321 Criminal Records and Comprehensive Background Checks(CR) Met Comment Criminal records checks were observed to be complete. 290-2-307 First Aid & CPR Met Comment Evidence observed that the provider was certified in First Aid and CPR. 290-2-307 Staff Qualifications(CR) Met Comment Staff observed to be compliant with applicable laws and regulations. 290-2-307 Staff Training Met Comment Staff observed.	290-2-311 Discipline(CR)	Met
Comment         Complete first aid kit observed in the Family Child Care Learning Home         290-2-3-11 Transportation(CR)       N/A         Comment       Staff Records         The provider does not provide routine transportation.       Staff Records         290-2-321 Criminal Records and Comprehensive Background Checks(CR)       Met         Comment       Criminal records checks were observed to be complete.         290-2-307 First Aid & CPR       Met         Comment       Evidence observed that the provider was certified in First Aid and CPR.         290-2-307 Staff Qualifications(CR)       Met         Comment       Staff observed to be compliant with applicable laws and regulations.         290-2-307 Staff Training       Met         Comment       Staff observed.	The provider and/or the home's employee were observed to maintain a positive learning envir	onment on this
Complete first aid kit observed in the Family Child Care Learning Home         290-2-311 Transportation(CR)       N/A         Comment       The provider does not provide routine transportation.         290-2-321 Criminal Records and Comprehensive Background Checks(CR)       Met         Comment       Criminal records checks were observed to be complete.         290-2-307 First Aid & CPR       Met         Comment       Evidence observed that the provider was certified in First Aid and CPR.         290-2-307 Staff Qualifications(CR)       Met         Comment       Staff observed to be compliant with applicable laws and regulations.         290-2-307 Staff Training       Met         Comment       Staff observed.	290-2-311 First Aid Kit	Met
Comment       Staff Records         290-2-321 Criminal Records and Comprehensive Background Checks(CR)       Met         Comment       Criminal records checks were observed to be complete.         290-2-307 First Aid & CPR       Met         Comment       Evidence observed that the provider was certified in First Aid and CPR.         290-2-307 Staff Qualifications(CR)       Met         Comment       Staff observed to be compliant with applicable laws and regulations.         290-2-307 Staff Training       Met         Comment       Staff robserved to be compliant with applicable laws and regulations.         290-2-307 Staff Training       Met         Comment       Met         Comment       Staff observed to be compliant with applicable laws and regulations.         290-2-307 Staff Training       Met         Comment       Met         Comment       Staff observed to be compliant with applicable laws and regulations.         290-2-307 Staff Training       Met         Comment       Met     <	<b>Comment</b> Complete first aid kit observed in the Family Child Care Learning Home	
The provider does not provide routine transportation.          Staff Records         290-2-321 Criminal Records and Comprehensive Background Checks(CR)       Met         Comment       Criminal records checks were observed to be complete.         290-2-307 First Aid & CPR       Met         Comment       Evidence observed that the provider was certified in First Aid and CPR.         290-2-307 Staff Qualifications(CR)       Met         Comment       Staff observed to be compliant with applicable laws and regulations.         290-2-307 Staff Training       Met         Comment       Staff observed to be compliant with applicable laws and regulations.         290-2-307 Staff Training       Met         Comment       Met         Comment       Met         Staff observed to be compliant with applicable laws and regulations.         290-2-307 Staff Training       Met         Comment       Met	290-2-311 Transportation(CR)	N/A
290-2-321 Criminal Records and Comprehensive Background Checks(CR)       Met         Comment       Criminal records checks were observed to be complete.         290-2-307 First Aid & CPR       Met         Comment       Evidence observed that the provider was certified in First Aid and CPR.         290-2-307 Staff Qualifications(CR)       Met         Comment       Staff observed to be compliant with applicable laws and regulations.         290-2-307 Staff Training       Met	<b>Comment</b> The provider does not provide routine transportation.	
Comment       Criminal records checks were observed to be complete.         290-2-307 First Aid & CPR       Met         Comment       Evidence observed that the provider was certified in First Aid and CPR.         290-2-307 Staff Qualifications(CR)       Met         Comment       Staff observed to be compliant with applicable laws and regulations.         290-2-307 Staff Training       Met         Comment       Staff observed to be compliant with applicable laws and regulations.         290-2-307 Staff Training       Met         Comment       Met         Annual training requirement and documentation observed.       Met	S	taff Records
Criminal records checks were observed to be complete.         290-2-307 First Aid & CPR       Met         Comment       Evidence observed that the provider was certified in First Aid and CPR.         290-2-307 Staff Qualifications(CR)       Met         Comment       Staff observed to be compliant with applicable laws and regulations.         290-2-307 Staff Training       Met         Comment       Staff observed to be compliant with applicable laws and regulations.         290-2-307 Staff Training       Met         Comment       Met         Annual training requirement and documentation observed.       Met	290-2-321 Criminal Records and Comprehensive Background Checks(CR)	Met
Comment         Evidence observed that the provider was certified in First Aid and CPR.         290-2-307 Staff Qualifications(CR)       Met         Comment       Staff observed to be compliant with applicable laws and regulations.         290-2-307 Staff Training       Met         Comment       Annual training requirement and documentation observed.	<b>Comment</b> Criminal records checks were observed to be complete.	
Evidence observed that the provider was certified in First Aid and CPR.         290-2-307 Staff Qualifications(CR)       Met         Comment Staff observed to be compliant with applicable laws and regulations.       Met         290-2-307 Staff Training       Met         Comment Annual training requirement and documentation observed.       Met	290-2-307 First Aid & CPR	Met
Comment         Staff observed to be compliant with applicable laws and regulations.         290-2-307 Staff Training         Comment         Annual training requirement and documentation observed.	<b>Comment</b> Evidence observed that the provider was certified in First Aid and CPR.	
Staff observed to be compliant with applicable laws and regulations.         290-2-307 Staff Training       Met         Comment       Annual training requirement and documentation observed.	290-2-307 Staff Qualifications(CR)	Met
Comment Annual training requirement and documentation observed.		
Annual training requirement and documentation observed.	290-2-307 Staff Training	Met
Staff:Child Ratios and Supervision	Comment Annual training requirement and documentation observed.	
	Staff:Child Ratios and	Supervision

Safety and Discipline

Met

## 290-2-3-.07 Staff:Child Ratios(CR)

#### Comment

Appropriate ratios were observed on this date.

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

#### Comment

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

Met