





Please refer to the website, <http://www.dec.state.ga.us/CCS/Regulations.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

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@dec.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 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://dec.state.ga.us/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)



**Important New Deadlines:**

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us)

Lori Hardy, Program Official

Date

Melyn Smith, Consultant

Date



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

**Date:** 6/18/2019    **VisitType:** Licensing Study    **Arrival:** 8:40 AM    **Departure:** 9:40 AM

**FR-000001826**

**Hardy, Lori A.**

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**Regional Consultant**

Melyn Smith

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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.

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

**Comment**

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

**Comment**

Currently there are no children enrolled in the program. (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.

### Facility

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

**Comment**

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

**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 outside area appears clean and well maintained.

### Health and Hygiene

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

**Comment**

There were no children enrolled on this date. Proper hand washing of children and staff was discussed with the provider on this date.

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

**Comment**

There are no diapered children currently enrolled in the program.

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**290-2-3-.11 Medications(CR)** **N/A**

**Comment**

Per the provider no medication is currently dispensed

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

**Comment**

290-2-3-.04(1)(d) - The provider was observed to provide care for four provider's children on this date. There were no children enrolled in the program on this date.

**Correction Deadline: 6/18/2019**

<b>Safety and Discipline</b>
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**290-2-3-.11 Animals** **Met**

**Comment**

Appropriate vaccination records were available on this date.

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

**Comment**

Currently there are no children enrolled in the program. (This rule was not evaluated on this date)

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**290-2-3-.11 Transportation(CR)** **N/A**

**Comment**

The provider does not provide routine transportation.

<b>Staff Records</b>
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**290-2-3-.21 Criminal Records and Comprehensive Background Checks(CR)** **Met**

**Comment**

Criminal records checks were observed to be complete.

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**290-2-3-.07 First Aid & CPR** **Not Met**

**Finding**

290-2-3-.07(5) requires the Home to maintain for the Provider and any Provisional Employee or Employee with direct care responsibilities current evidence of successful completion of a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid which have been offered by certified or licensed health care professionals or trainers and which dealt with emergency care for infants and children. This training must be completed prior to initial licensure for the Provider and within 90 days from date of hire for Provisional Employees and Employees. It was determined, based on review of records, that the provider was lacking current evidence of completing first aid and CPR training on this date.

**POI (Plan of Improvement)**

The Home will obtain the required CPR and first aid training 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: 7/18/2019**

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

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

**Met**

**Comment**

Currently there are no children enrolled in the program. (This rule was not evaluated on this date)

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

**Met**

**Comment**

Currently there are no children enrolled in the program. (This rule was not evaluated on this date)