



Reminder: All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.

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.al.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://dec.al.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)



Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.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@dec.al.ga.gov

Annette Cuyler, Program Official

Date

Chrische Walker, Consultant

Date



Bright from the Start Georgia Department of Early Care and Learning
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Atlanta, GA 30334
Phone: (404) 657-5562 WWW.DECAL.GA.GOV

Findings Report

Date: 2/7/2018 **VisitType:** Licensing Study **Arrival:** 11:15 AM **Departure:** 2:15 PM

FR-000005844

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The following information is associated with a Licensing Study:

Activities and Equipment

290-2-3-.09 Activities

Met

Comment

The consultant observed a scheduled plan for children in care.

Correction Deadline: 2/7/2018

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

Met

Comment

A variety of equipment and toys were observed.

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

Met

Comment

Pleasant naptime environment observed.

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

N/A

Comment

Home does not provide swimming activities.

Children's Records

Records Reviewed: 4

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met

290-2-3-.08 Children's Records**Not Met****Comment**

Records were observed to be complete and well organized.

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 consultant's review of records that two children enrolled did not have current evidence of immunizations.

POI (Plan of Improvement)

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

Correction Deadline: 2/7/2018

290-2-3-.08 Parental Authorization(CR)**Met****Comment**

Parent authorizations obtained/completed. The consultant discussed with the provider to ensure filing all children's parent and guardian notice of no liability insurance and acknowledgment forms.

Facility

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

No hazards observed accessible to children on 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 outside area appears clean and well maintained. The family provider stated that play equipment is taken outside to the play area.

Food Service

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

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk
5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk
2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

290-2-3-.10 Kitchen Operations**Met****Comment**

The consultant discussed with the family provider on the proper temperature for the refrigerator.

Correction Deadline: 2/17/2018

Health and Hygiene

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

Proper diapering procedures observed.

Correction Deadline: 8/30/2017**Corrected on 2/7/2018**

.11(1)(i) - The previous citation has been corrected on this date. The provider's helper stated proper diapering procedures. The helper is the provider's daughter.

290-2-3-.11 Diapering Areas & Practices(CR)**Met****Correction Deadline: 8/30/2017****Corrected on 2/7/2018**

.11(1)(f) - The previous citation has been corrected. The consultant observed the family provider to disinfect the diaper changing surface after a diaper change. The provider's daughter stated proper diapering procedures.

Comment

The provider stated appropriate diapering procedures.

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

Per family provider, no medication administered at this time.

Licensure

290-2-3-.04 Application Requirements(CR)**Met****Comment**

Appropriate number of children observed in Family Child Care Learning Home this date. The consultant observed three children for compensation and one child not for compensation on this date.

Safety and Discipline

290-2-3-.11 Animals**N/A****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**

Complete kit observed in the Family Child Care Learning Home

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

The provider does not provide routine transportation.

Staff Records

290-2-3-.21 Criminal Records Check(CR)**Met**

Correction Deadline: 8/30/2017

Corrected on 2/7/2018

.21(1)(a) - The previous citation has been corrected on this date. The provider's grand-daughter does not help at the family child care learning home. The family provider stated that her grand-daughter has three child enrolled at the family home and drops and picks children up. The family provider also stated that her grand-daughter does not have any direct care with the children provided at family care and does not help out at the family child care learning home. The consultant observed the grand-daughter to pick up one child and leave for a doctor's appointment. The grand-daughter was not present on this date.

Comment

Criminal records checks were observed to be complete for family provider, providers' daughter, and providers' sister.

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

Please be mindful of training expiration dates.

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

Discussed staff qualifications and compliance with applicable laws and regulations.

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

Correction Deadline: 9/13/2017

Corrected on 2/7/2018

.07(4) - The previous citation has been corrected on this date. The consultant observed all helpers to complete the Health and Safety training class as required.

Comment

Discussed: Health and Safety Training is required for each Staff member with direct care responsibilities within 90 calendar days of their hire date.

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. The consultant observed the family provider and helper with four children on this date.

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

Adequate supervision observed on this date.