





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

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)



**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.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)

Brenda Harris, Program Official

Date

Brandi Mangino, 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:** 1/19/2021 **VisitType:** Licensing Study **Arrival:** 2:00 PM **Departure:** 4:00 PM

**FR-000008766**

**Harris, Brenda D**

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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 completed on this date due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.

No children were present at the time of the visit. Age appropriate activities and outside time were discussed.

**Correction Deadline: 1/19/2021**

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

**Defer**

**Technical Assistance**

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

No children were present at the time of the visit. Cleaning and sanitizing of equipment and toys were discussed.

**Correction Deadline: 1/19/2021**

**Defer**

A virtual visit was conducted due to the COVID-19 pandemic. This citation is being deferred until the next regulatory visit when the rule correction can be observed in person.

**POI (Plan of Improvement)**

The Home will discontinue inappropriate use of furniture/materials/equipment and ensure that all indoor and outdoor furniture, activity materials, and equipment is used in a safe manner and in accordance with the manufacturer's instructions and/or recommendations for intended use.

**Correction Deadline: 11/12/2019**

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

**Defer**

**Defer**

290-2-3-.19(1)(a)-A virtual visit was conducted due to the COVID-19 pandemic. This citation is being deferred until the next regulatory visit when the rule correction can be observed in person.

**POI (Plan of Improvement)**

The Home Provider will remove any noncompliant cribs and provide a safety approved crib or other equipment that is approved and in compliance with the CPSC and ASTM standards for infant sleep for each infant in care.

**Correction Deadline: 11/12/2019**

**Technical Assistance**

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

No children were present at the time of the visit. Safe sleep requirements and cleaning and disinfecting of mats/cots was discussed.

**Correction Deadline: 1/19/2021**

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

**Met**

**Comment**

Home does not provide swimming activities.

**Children's Records**

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

**Met**

**Technical Assistance**

Please ensure to have current immunizations on all enrolled children.

**Correction Deadline: 1/19/2021**

**Facility**

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

**Technical Assistance**

**Technical Assistance**

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

No children were present at the time of the visit. Consultant discussed keeping hazards inaccessible to children in care.

**Correction Deadline: 1/29/2021**

**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.

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**290-2-3-.13 Physical Plant-Structural/Mechanical(CR)**

**Not Evaluated**

**Comment**

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

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

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

No children were present at the time of the visit. Playground hazards were discussed.

**Correction Deadline: 1/19/2021**

<b>Food Service</b>
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**290-2-3-.10 Food Service & Nutrition****Technical Assistance****Technical Assistance**

The new infant feeding plan and infant feeding chair requirements were discussed.

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

**Correction Deadline: 1/19/2021**

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**290-2-3-.10 Kitchen Operations****Technical Assistance****Technical Assistance**

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

Cleaning and sanitizing of kitchen surfaces was discussed.

**Correction Deadline: 1/19/2021**

<b>Health and Hygiene</b>
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**290-2-3-.11 Children's Health and Hygiene(CR)****Technical Assistance****Technical Assistance**

2A virtual visit was completed on this date due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.

No children were present at the time of the visit. Handwashing requirements were discussed.

**Correction Deadline: 1/19/2021**

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

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

No children were present at the time of the visit. Diapering requirements were discussed.

**Correction Deadline: 1/19/2021**

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**290-2-3-.11 Medications(CR)****Not Evaluated****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 completed on this date due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.

No children were present at the time of the visit. Application requirements were discussed with the Provider.

**Correction Deadline: 1/19/2021**

<b>Safety and Discipline</b>
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**290-2-3-.11 Discipline(CR)****Technical Assistance****Technical Assistance**

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

No children were present at the time if the visit. Discipline regulations were discussed.

**Correction Deadline: 1/19/2021**

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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**

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****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)****Technical Assistance****Technical Assistance**

Cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed. The provider was in compliance with the Executive Order issued August 15, 2020.

**Correction Deadline: 1/20/2021**

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

Please ensure to keep a copy of the health and safety orientation.

<b>Staff:Child Ratios and Supervision</b>
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**Technical Assistance**

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

No children were present at the time of the visit. Ratio requirements were discussed.

**Correction Deadline: 1/19/2021**

**Technical Assistance**

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

No children were present at the time of the visit. Supervision requirements and mealtime supervision requirements were discussed.

**Correction Deadline: 1/19/2021**