



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.

- 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

Bridget Duffy Holland, Program Official

Date

April Brown, 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: 1/11/2021 **VisitType:** Licensing Study **Arrival:** 9:00 AM **Departure:** 11:00 AM

FR-000013545

Duffy Holland, Bridget

88 PHILADELPHIA DRIVE McDonough, GA 30253 Henry County
(770) 914-8976 Hollandbridget4@gmail.com

Mailing Address
Same

Regional Consultant

April Brown

Phone: (770) 357-5101
Fax: (770) 357-5102
april.brown@dec.al.ga.gov

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. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on this date.

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

Met

Comment

Discussed SIDS and infant sleeping position with the provider. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

N/A

Comment

There was no pool on the property on this date per the provider. A Virtual Visit was conducted due to the COVID-19 pandemic.

Children's Records

Records Reviewed: 2

Records with Missing/Incomplete Components: 0

Child # 1

Met

Child # 2

Met

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

Technical Assistance

Comment

Records were observed to be complete and well organized. A Virtual Visit was conducted due to the COVID-19 pandemic.

Technical Assistance

Please ensure all enrolled children have evidence of age-appropriate up to date immunizations or a signed affidavit against such immunizations on file as required.

Correction Deadline: 1/11/2021

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

Comment

Parent authorizations obtained and completed on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

Facility

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

Comment

An operable and appropriately sized fire extinguisher was observed in the home on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

Comment

Operable smoke detector was observed as required in the home on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Comment

The Home appears clean and free from hazards on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Comment

The outside area appears clean and well maintained on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

Food Service

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

Comment

Menu met USDA guidelines on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.
CACFP Meal Pattern Requirements: 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://decal.ga.gov/CACFP/Handbook.aspx> USDA <http://www.fns.usda.gov/cacfp/cacfp-handbooks>
A Virtual Visit was conducted due to the COVID-19 pandemic.

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. A Virtual Visit was conducted due to the COVID-19 pandemic.

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. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Per the provider no medication was currently dispensed. A Virtual Visit was conducted due to the COVID-19 pandemic.

Licensure

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

Appropriate number of children observed in Family Child Care Learning Home on this date. Provider has a current 2021 license as required. A Virtual Visit was conducted due to the COVID-19 pandemic.

Policies and Procedures

290-2-3-.14 Required Reporting**Met****Comment**

Consultant discussed required reporting rules with the provider on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

Correction Deadline: 2/10/2021

Safety and Discipline

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

The Family Child Care Learning Home does not keep animals on premises per the provider. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

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.

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

The provider does not provide routine transportation. A Virtual Visit was conducted due to the COVID-19 pandemic.

Staff Records

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 which was completed on August 6, 2020. A Virtual Visit was conducted due to the COVID-19 pandemic.

Comment

Criminal records checks were observed to be complete on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Technical Assistance

Comment

Evidence observed that the provider was certified in First Aid and CPR with an expiration date of January 2023.

Technical Assistance

Please be mindful of training expiration dates. Consultant discussed with the provider to ensure both helpers complete and maintain current First Aid and CPR training as required. (The provider reported both helpers were scheduled to complete First Aid and CPR on March 22, 2021.)

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

Met

Comment

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 August 15, 2020.

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 a review of records the provider and both helpers did not complete 10 hours of annual training for 2020 as required.

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

Staff:Child Ratios and Supervision

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

Met

Comment

Appropriate ratios were observed on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Met

Comment

Adequate supervision observed on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.