





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)

Dollie Rozzelle, Program Official

Date

Chrische Walker, 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:** 4/24/2019 **VisitType:** Monitoring Visit **Arrival:** 2:25 PM **Departure:** 4:05 PM

**FR-0000441455**

**Rozzelle, Dollie A**

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

**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**

Discussed SIDS and infant sleeping position. The consultant observed three cribs in the home on this date, in which were dated for July 2012 and January 2013.

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

**N/A**

**Comment**

There is no pool on the property

### Facility

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

**Not Met**

**Finding**

290-2-3-.11(2)(c) requires that documentation of drills required by these rules shall be maintained in the Home. The Home shall conduct drills for fire, tornado, and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Home shall maintain documentation of the dates and times of these drills for two years. It was determined based on a review of records that the provider did not complete lock down drills for the calendar year of 2018.

**POI (Plan of Improvement)**

The Provider will develop and implement a plan and schedule for conducting the required drills, completing the documentation, keeping the documentation on file for two years.

**Correction Deadline: 6/30/2019**

**Recited on 4/24/2019**

**Correction Deadline: 12/27/2018**

**Corrected on 4/24/2019**

.11(2)(h) - The previous citation has been corrected on this date. The consultant observed an operable fire extinguisher on this date.

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

**Technical Assistance**

290-2-3-.13(1)(e) - Please ensure to use protective covers for any unused electrical outlets in the home.

**Correction Deadline: 4/24/2019**

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

**Comment**

The outside area appears clean and well maintained.

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**Health and Hygiene**

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

**Comment**

Proper hand washing observed throughout the Home.

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

**Comment**

Proper diapering procedures observed.

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

**Correction Deadline: 12/17/2018**

**Corrected on 4/24/2019**

.11(1)(d) - The previous citation has been corrected on this date. The consultant discussed with the provider proper medication procedures. The provider does not administer medication to the children as of this date.

**Comment**

Per the provider no medication is currently dispensed

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**Licensure**

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**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 four unrelated children for compensation on this date.

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**Safety and Discipline**

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

**Comment**

Pleasant interactions observed between the provider and children in care.

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

**Comment**

The provider does not provide routine transportation.

**Staff Records**

**290-2-3-.21 Criminal Records and Comprehensive Background Checks(CR) Met**

**Comment**

Criminal records checks were observed to be complete for the provider and the provider's spouse.

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staff:Child Ratios and Supervision**

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

**Comment**

Appropriate ratios were observed on this date.

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

**Comment**

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