





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)

Lucy Hernandez, Program Official

Date

Stacy Whitten, 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: 10/31/2018 VisitType: Monitoring Visit

Arrival: 8:45 AM

Departure: 10:45 AM

FR-0000670714

Hernandez, Lucy M

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Regional Consultant

Stacy Whitten

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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)

Technical Assistance

Comment

Discussed SIDS and infant sleeping position.

Technical Assistance

290-2-3-.19(2) - Consultant reviewed safe sleep practices with provider on this date and discussed keeping blankets and items out of the playpen when infants are sleeping inside the playpen.

Correction Deadline: 10/31/2018

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

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

Technical Assistance

290-2-3-.13(2)(a) - Consultant discussed with provider to repair or replace the soft climbing blocks on the patio area where it is beginning to develop tears in the material.

**Correction Deadline: 11/10/2018**

**Comment**

The outside area appears clean and well maintained.

**Health and Hygiene**

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

**Comment**

Staff state proper knowledge of diapering procedures.

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

**Comment**

Staff state proper knowledge of diapering procedures.

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

**Comment**

The provider is not currently dispensing medication.

**Licensure**

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

**Comment**

Appropriate number of children observed in Family Child Care Learning Home this date. The provider cared for six unrelated children for pay on this date.

**Safety and Discipline**

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

**Comment**

The provider and/or the home's employee were observed to maintain a positive learning environment on this date.

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

**Comment**

The provider does not provide routine transportation.

**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

**Comment**

Criminal records checks were observed to be complete.

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

## Staff:Child Ratios and Supervision

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

**Met**

**Comment**

Appropriate ratios were observed on this date. The provider cared for six unrelated children for pay on this date.

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

**Met**

**Comment**

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