



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

Elaine Jamison, 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: 7/16/2019 **VisitType:** Licensing Study **Arrival:** 9:25 AM **Departure:** 10:55 AM

FR-17048

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Met

Comment

Equipment and furniture observed to be properly secured, as applicable on this date.

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

Met

Comment

Discussed SIDS and infant sleeping position with the provider on this date.

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

Met

Comment

There was no pool on the property on this date.

Children's Records

Records Reviewed: 3

Records with Missing/Incomplete Components: 0

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

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

Not Met

Correction Deadline: 2/25/2019

Corrected on 7/16/2019

Correction of citation in that children's records were observed to be updated with competed information and current as required.

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 a review of records one out of five children enrolled did not have evidence of an up to date immunization or a signed affidavit against such immunizations as required.

POI (Plan of Improvement)

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

Correction Deadline: 7/16/2019

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 observation the provider did not complete or have written documentation of lock down drills for 2019 as required.

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: 7/19/2019

Recited on 7/16/2019

Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

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

Met

Comment

The Home appears clean and free from hazards on this date.

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

Technical Assistance

Technical Assistance

Please ensure that all play equipment is in good repair prior to children playing outside on the playground area. Consultant discussed with the provider to ensure the playhouse has a handle for the door and to repair or replace the cracked portion of the door to the playhouse.

Correction Deadline: 7/26/2019

Food Service

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

Met

Comment

The provider stated children will be served corn, green beans, chicken breast, soft tortilla wraps and milk for lunch. The menu met USDA guidelines on this date.

Health and Hygiene

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

Comment

Proper hand washing observed throughout the Home on this date.

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

Comment

The provider stated proper knowledge of diapering procedures on this date.

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

Comment

Discussed proper medication documentation and procedures with the provider on this date.

Licensure

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

Comment

Appropriate number of children observed in Family Child Care Learning Home on this date. A current 2019 license was observed posted in the home.

Safety and Discipline

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

Comment

The Family Child Care Learning Home does not keep animals on premises at this time.

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

Comment

Age-appropriate discussion and or redirection observed on this date.

290-2-3-.11 First Aid Kit Met

Comment

Complete first aid kit observed in the Family Child Care Learning Home on this date.

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

Comment

The provider does not provide routine transportation at this time.

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 February 25, 2019.

Comment

Criminal records checks were observed to be complete on this date.

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

Met

Comment

Evidence observed that the provider was certified in First Aid and CPR with an expiration date of September 17, 2019.

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

Met

Comment

Staff observed to be compliant with applicable laws and regulations on this date.

290-2-3-.07 Staff Training

Met

Comment

Annual training requirement and documentation observed for 2018 as required from the provider on this date.

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

Adequate supervision observed on this date.