



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

Helen Boothe, Program Official

Date

Ebony Kern, 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: 3/12/2020 **VisitType:** POI Follow Up

Arrival: 11:45 AM

Departure: 2:20 PM

FR-30072

Boothe, Helen C

6803 MADDOX ROAD Morrow, GA 30260 Clayton County
(404) 723-2352 mshelenshelpinghands@hotmail.com

Mailing Address

6803 MADDOX ROAD
MORROW, GA 30260

Regional Consultant

Ebony Kern

Phone: (770) 359-5448

Fax: (404) 478-8126

ebony.kern@dec.al.ga.gov

The following information is associated with a POI Follow Up:

Children's Records

Records Reviewed: 11

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met
Child # 6	Met
Child # 7	Met
Child # 8	Met
Child # 9	Met
Child # 10	Met
Child # 11	Met

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

Met

Correction Deadline: 2/25/2020

Corrected on 3/12/2020

.08(1) - Previous citation corrected. All children in care had proper enrollment forms.

Facility

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

Met

Correction Deadline: 2/25/2020

Corrected on 3/12/2020

.11(2)(f) - Previous citation corrected. Provider had removed all hazardous material from the desk drawer.

Licensure

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

Not Met

Finding

290-2-3-.04(1)(d) requires a person that provides care for more than six children for pay, related or unrelated, as defined in these rules, shall make application to the Department for a license to operate a Child Care Learning Center, except as provided in 290-2-3-.07(15). It was determined based on observation that the Provider was caring for five unrelated children for pay, three related children for pay, and three unrelated children for no pay.

POI (Plan of Improvement)

The Family Child Care Learning Home caring for more than six children shall reduce the number of children in care to six. The Family Child Care Learning Home will submit an application for a Child Care Learning Center and receive a license to operate from the Department before caring for more than six children, related or unrelated, for pay.

Correction Deadline: 3/12/2020

Recited on 3/12/2020

Staff:Child Ratios and Supervision

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

Not Met

Finding

290-2-3-.07(15) requires the Home to ensure that the total number of Children not Related to the Provider in the Family Child Care Learning Home, for pay or not for pay, cannot exceed six Children, except that a Provider may care for two additional children who are three years of age or older for two designated one hour periods daily upon approval approved by the Department. It was determined based on observation that the Provider cared for eight unrelated children in the home on this date.

POI (Plan of Improvement)

The Home will reduce the number of unrelated children, both for pay and not for pay, so that the total number of unrelated children in care does not exceed the number of children as specified in these rules.

Correction Deadline: 3/12/2020

Recited on 3/12/2020

Correction Deadline: 2/25/2020

Corrected on 3/12/2020

.07(16) - Previous citation corrected. Provider had less than twelve children in care on the date of the visit.

Correction Deadline: 2/25/2020

Corrected on 3/12/2020

.07(17) - Previous citation corrected. Consultant observed either the Provider or Helper in the lower area supervising children in care.