



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

Frank Hoke, Program Official

Date

April Brown, Consultant

Date



Bright from the Start Georgia Department of Early Care and Learning
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Atlanta, GA 30334
Phone: (404) 657-5562 WWW.DECAL.GA.GOV

Findings Report

Date: 7/9/2019 **VisitType:** Licensing Study **Arrival:** 9:05 AM **Departure:** 10:45 AM

FR-32391

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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) **N/A**

Comment

Care is not provided for any infant required to be in a crib on this date.

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

Comment

There is no pool on the property on this date. The provider stated swimming activities were not provided.

Children's Records

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

Correction Deadline: 1/9/2019

Corrected on 7/9/2019

Correction of citation in that there were no enrolled children on this date. All children's files previously cited were no longer enrolled.

290-2-3-.08 Parental Authorization(CR) **Not Evaluated**

Comment

Currently there are no children enrolled in the program. (This rule was not evaluated on this date)

Facility

290-2-3-.11 Physical Plant - Safe Environment(CR)**Not Met****Finding**

290-2-3-.11(2)(a) requires the Home to have a written plan for handling emergencies, including but not limited to fire, severe weather, loss of electrical power or water, and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the Home. The Home will have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, continuity of operations, accommodation of infants and toddlers, children with disabilities, and children with chronic medical conditions. No Home personnel shall impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals. It was determined based on observation that the Home did not have a written emergency plan for handling emergencies as required.

POI (Plan of Improvement)

The Home Provider will complete a written plan for emergencies.

Correction Deadline: 7/16/2019**Recited on 7/9/2019**

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)**Not Met****Technical Assistance**

Please ensure that the playground is clean and free of debris and tripping hazards such as but not limited to tree branches, prior to children being allowed to play. There were no enrolled children present on this date.

Correction Deadline: 7/19/2019**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

Finding

290-2-3-.13(2)(d) requires that outside play areas be protected from traffic or other hazards by fencing or other barriers at least four feet in height and approved by the Department. Fencing material shall not present a hazard to children. A fence shall be provided around swimming pools to make them inaccessible when not in use. It was determined that the fencing area on the left side of the playground was not in good repair due to a tree falling onto the fence. Consultant observed the fence to be broken and not in good repair on this date.

POI (Plan of Improvement)

The Home will enclose the outside play area(s) with a four-foot high fence or other Department-approved barrier and inspect regularly to ensure fencing material is safe and any hazards identified are repaired or replaced. The Home will install or repair the fence as required. Consultant discussed with the provider to use lattice around the playground area for a temporary fix until the tree can be removed and the broken fence repaired.

Correction Deadline: 7/16/2019**Recited on 7/9/2019**

Food Service

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

There were no enrolled children on this date. Consultant discussed the menu requirements with the provider on this date.

Health and Hygiene

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

Comment

The provider stated proper knowledge of handwashing requirements on this date. There were no children enrolled on this date.

290-2-3-.11 Diapering Areas & Practices(CR) **N/A**

Comment

There are no diapered children currently enrolled in the program on this date.

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

Comment

Per the provider no medication is currently dispensed at this time. Consultant discussed with the provider to ensure proper documentation is received from the parent prior to dispensing medication.

Licensure

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

Comment

Application requirements reviewed with the Provider on this date.

Safety and Discipline

290-2-3-.11 Discipline(CR) **Not Evaluated**

Comment

Currently there are no children enrolled in the program. (This rule was not evaluated 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) **Met**

Comment

Complete documentation of transportation was discussed with the provider. Consultant discussed ensuring all parental signatures are obtained prior to transporting children. The vehicle with license plate ending in P4773 used for transportation earlier in the year had an annual inspection completed on July 20, 2018. The vehicle was not on site for today's visit.

Comment

Currently there are no children enrolled in the program. (This rule was not evaluated on this date)

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 January 9, 2019.

Comment

Criminal records checks were observed to be complete for the provider and helper on this date.

290-2-3-.07 First Aid & CPR**Met****Comment**

Evidence observed that the provider was certified in First Aid and CPR on this date.

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**

Correction Deadline: 2/8/2019

Corrected on 7/9/2019

Correction of citation in that the provider and helper both completed health and safety training as required.

Correction Deadline: 2/8/2019

Corrected on 7/9/2019

Correction of citation in that the provider and employee completed 10 hours of annual training as required for 2018. Evidence of completed documentation of training was provided on this date.

Staff:Child Ratios and Supervision

290-2-3-.07 Staff:Child Ratios(CR)**Not Evaluated****Comment**

Currently there are no children enrolled in the program. (This rule was not evaluated on this date)

290-2-3-.07 Supervision(CR)**Not Evaluated****Comment**

Currently there are no children enrolled in the program. (This rule was not evaluated on this date)