



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

Ishica Bogle, Program Official

Date

Ebony Kern, 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: 10/9/2019 **VisitType:** Licensing Study **Arrival:** 11:45 AM **Departure:** 1:45 PM

FR-33657

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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

A variety of equipment and toys were observed.

Comment

Toys and equipment observed to be clean and safe from hazardous conditions.

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

Met

Comment

Pleasant naptime environment observed.

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

Met

Comment

There is no pool on the property

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

Technical Assistance

290-2-3-.08(11) - requires that if the Home is not covered by liability insurance sufficient to protect its clients, the Home must notify the Parent of each Child under the care of the program in writing. Each Parent must acknowledge receipt of such notice, and a copy of the acknowledgement shall be kept in the Child's file.

Correction Deadline: 10/9/2019

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 review of records that one child's file did not have valid proof of immunization records.

POI (Plan of Improvement)

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

Correction Deadline: 10/9/2019

Facility

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

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.

Correction Deadline: 11/8/2019

Comment

Home observed complete emergency drills

Comment

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

Comment

An operable and appropriately sized fire extinguisher was observed in the home this date.

Comment

Operable smoke detector(s) were observed as required in the home this date.

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

290-2-3-.13(1)(e) - prohibits the use of multiple plugs and electric extension cords. Electrical outlets within reach of children shall be plugged or covered.

Correction Deadline: 10/9/2019

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

Consultant reminded Provider to empty toys left on the playground that may collect water, each morning.

Food Service

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

Correction Deadline: 3/14/2019

Corrected on 10/9/2019

.10(4) - Previous citation corrected in that Provider had an infant meal plan on file.

Health and Hygiene

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

Met

Comment

Staff state proper knowledge of hand washing procedures upon arrival, after meals, diapering, sneezing or coughing, and outside play.

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

Met

Comment

The provider stated appropriate diapering procedures.

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

Met

Comment

Per the provider no medication is currently dispensed

Licensure

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

Met

Comment

Appropriate number of children observed in Family Child Care Learning Home this date.

Safety and Discipline

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

Met

Comment

Pleasant interactions observed between the provider and children in care.

Comment

Age-appropriate discussion and/or redirection observed.

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 Provider Qualifications**Not Met****Finding**

290-2-3-.07(2) requires the Provider to possess and submit valid evidence/documentation of one of the following credentials/degrees issued by either the organizations listed below, an accredited educational institution, or another organization approved/recognized by the Department: a Child Development Associate credential; Technical Certificate of Credit in Early Childhood Education; Technical College Diploma in Early Childhood Education; Associate Degree in Early Childhood Education; Paraprofessional Certificate; Bachelor's degree in Early Childhood Education; Master's degree in Early Childhood Education. It was determined based on review of records that Provider did not have valid proof of the education requirement as required by the Department.

POI (Plan of Improvement)

The Home will obtain and submit the necessary documentation for the Provider.

Correction Deadline: 10/9/2019

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**

Adequate supervision observed on this date.