



Please refer to the website, <http://www.dec.state.ga.us/CCS/RulesAndRegulations.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

Erica Davis, 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: 9/5/2019 **VisitType:** Licensing Study **Arrival:** 12:20 PM **Departure:** 2:15 PM

FR-38594

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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)

N/A

Comment

There was no pool on the property on this date.

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

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

Records were observed to be complete and well organized on this date.

290-2-3-.08 Parental Authorization(CR)**Met****Comment**

Parent authorizations were observed to be obtained and completed on this date.

Facility

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

The Home was observed to have completed emergency drills as required on this date.

Comment

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

Comment

Operable smoke detectors were observed as required in the home on this date.

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)**Met****Comment**

The outside area appears clean and well maintained on this date. Consultant discussed with the director appropriate playground equipment to add to the playground area for children in care.

Comment

Home does not provide swimming activities at this time. No pool on property on this date.

Food Service

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

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3

Components for breakfast: Grains, Vegetables, Fruits or both, Milk

5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk

2 of 5 Components for snack

The provider stated children were served shrimp, baked beans, wheat bread, blue berries and milk for lunch 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 appropriate diapering procedures on this date.

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

Per the provider no medication was currently dispensed at this time.

Licensure

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

Application requirements reviewed with the Provider on this date. A current 2019 license was observed to be posted on this date.

Safety and Discipline

290-2-3-.11 Animals**Met****Comment**

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

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

The provider was observed to maintain a positive learning environment 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**

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. Consultant discussed and assisted with updating criminal records checks for the provider and household through Koala system. Background checks were up to date and do not expire until 2020.

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 June 8, 2020 on this date.

290-2-3-.07 Provider Qualifications**Not Met****Finding**

290-2-3-.07(2) requires the Provider to submit evidence of one of the following prior to initial Licensure: 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 a review of records the provider did not have evidence of an educational credential as required.

POI (Plan of Improvement)

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

Correction Deadline: 9/5/2019

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 requirements and documentation observed to be completed for 2018 training 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**

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