



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://www.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

Quinchetta Bradford, 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: 11:05 AM

Departure: 1:00 PM

FR-48094

Bradford, Quinchetta

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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

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

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

Met

Comment

Discussed SIDS and infant sleeping position on this date.

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

Met

Comment

Pool not in use at this time, gates observed locked on this date. The provider stated swimming activities are not provided.

Children's Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met
Child # 6	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 obtained and completed on this date.

Facility

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

Home observed complete emergency drills 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.

Food Service

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

Menu met USDA guidelines on this date. Children were served ravioli, salad with lettuce and tomatoes, wheat bread, apricots and milk for lunch.

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**

Staff 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

Application requirements reviewed with the Provider on this date. A current 2019 license was observed in the Home 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 on this date.

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

Comment

The provider and the home's employee were 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. Consultant discussed transportation requirements with the provider on this date in the event the provider provides transportation at a later 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 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 which had an expiration date of June 2020.

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 for the provider and helper 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.