



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

Fatimah Williams, Program Official

Date

Valarie Musselwhite, 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: 11/19/2018 **VisitType:** Monitoring Visit

Arrival: 10:45 AM

Departure: 12:20 PM

FR-49210

Williams, Fatimah D

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The following information is associated with a Monitoring Visit:

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.

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

Technical Assistance

Technical Assistance

290-2-3-.19(4) - Please ensure children's cots are stored without touching between laundering of the mat covers.

Correction Deadline: 11/19/2018

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

N/A

Comment

Home does not provide swimming activities.

Children's Records

Records Reviewed: 8

Records with Missing/Incomplete Components: 4

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Not Met
<u>"Missing/Incomplete Components"</u>	

Immunization Form - (.08)(2)

Child # 6 Not Met

"Missing/Incomplete Components"

Mom Work # Missing -(.08)(1),Dad Home # Missing -(.08)(1),Dad Work # Missing -(.08)(1),Release Person Information - (.08)(10),Immunization Form - (.08)(2)

Child # 7 Not Met

"Missing/Incomplete Components"

Dad Home # Missing -(.08)(1),Dad Work # Missing -(.08)(1),Immunization Form - (.08)(2)

Child # 8 Not Met

"Missing/Incomplete Components"

Dad Work # Missing -(.08)(1),Dad Home # Missing -(.08)(1),Immunization Form - (.08)(2)

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

Not Met

Technical Assistance

290-2-3-.08(1) - Please ensure enrollment forms are filled out completely.

Correction Deadline: 11/19/2018

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 a review of records that three of six enrolled children did not have current immunization records on file.

POI (Plan of Improvement)

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

Correction Deadline: 11/21/2018

Facility

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

Met

Comment

No hazards observed accessible to children on this date.

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

Not Met

Finding

290-2-3-.13(1) requires that the Home be clean and free from hazards. It was determined based on observation that the brick at the bottom of the house was observed to have peeling paint.

POI (Plan of Improvement)

To ensure the cleanliness and safety of the environment, the Home Provider will make hazardous items inaccessible to the children.

Correction Deadline: 12/31/2018

Recited on 11/19/2018

290-2-3-.13 Playgrounds(CR)

Met

Correction Deadline: 6/10/2018

Corrected on 11/19/2018

.13(2)(a) - Correction of previous citation in that the consultant recited under the citation under the correct rule.

Health and Hygiene

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

Comment

Proper hand washing observed throughout the Home.

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

Correction Deadline: 5/31/2018

Corrected on 11/19/2018

.11(1)(f) - Correction of previous citation in that the consultant observed a non porous diaper changing pad used for diapering.

290-2-3-.11 Medications(CR) N/A

Comment

The provider stated medication is not currently being given to any children in care.

Licensure

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

Comment

Appropriate number of children observed in Family Child Care Learning Home this date. The consultant observed the provider and helper to care for six unrelated children for pay and two of the providers children.

Safety and Discipline

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

Comment

Pleasant interactions observed between the provider and children in care.

290-2-3-.11 Transportation(CR) N/A

Comment

The provider does not provide routine transportation.

Staff Records

290-2-3-.21 Criminal Records and Comprehensive Background Checks(CR)**Not Met****Finding**

290-2-3-.21(1)(k) requires that only the most recently issued, electronically ported, determination letter is eligible for portability for Providers, Employees and Provisional Employees, excluding Students-in-Training. A Provider may accept a satisfactory Fingerprint Records Check Determination letter for a Provisional Employee or a satisfactory Comprehensive Records Check Determination letter issued by the Department for a potential Employee if the individual's Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Provider does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on a review of records that the provider did not electronically port their comprehensive criminal records check. The criminal records check is now past the deadline for portability.

POI (Plan of Improvement)

The Home Provider will ensure that all portability requirements are met.

Correction Deadline: 11/19/2018

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

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

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)**Technical Assistance****Technical Assistance**

290-2-3-.07(14) - The consultant and provider discussed appropriate supervision and comprehensive criminal record checks.

Correction Deadline: 11/19/2018