





Please refer to the website, <http://www.decal.ga.gov/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



### Important Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

**Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@decal.ga.gov](mailto:qualityrated@decal.ga.gov) for more information. Free technical assistance is available!**

You have received permission to operate and the form received with this report is intended to serve as a temporary license which is **valid for thirty(30) days**. Your actual license/ will be emailed to you upon receipt of the licensing fee. You may pay the licensing fee either online at <http://www.decal.ga.gov/> or by certified check or money order mailed to: Bright from the Start, 2 Martin Luther King Jr. Drive SE, Suite 670 East Tower, Atlanta, GA 30334

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), do the following:

- 1) Log into DECAL KOALA [www.decalkoala.com](http://www.decalkoala.com) with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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)

Jia Stephens, Program Official

Date

Kati Cosby, 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:** 5/9/2022    **VisitType:** Initial Licensing Study    **Arrival:** 11:00 AM    **Departure:** 11:30 AM

**FR-56784**

**Stephens, Jia D**

3706 Pinnacle Place Drive Hephzibah, GA 30815 Richmond County  
(706) 631-0985 jiah925@gmail.com

**Mailing Address**  
Same

**Regional Consultant**

Kati Cosby

Phone: (912) 544-8606  
Fax: (912) 544-9425  
kati.cosby@decal.ga.gov

The following information is associated with a Initial 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.

**Comment**

Equipment and furniture observed to be properly secured, as applicable.

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

**Comment**

Center does not plan to serve infants and no cribs were evaluated on this date. Consultant observed the correct amount of cots/mats, sheets and covers on this date.

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

**Comment**

Home does not provide swimming activities. No pool observed on the property.

### Facility

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

**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)** **Met**

**Comment**

The Home appears clean and free from hazards.

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

**Comment**

The outside area appears clean and well maintained.

**Health and Hygiene**

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

**Comment**

Staff state proper knowledge of hand washing and hygiene procedures.

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

**Comment**

The provider stated appropriate diapering procedures.

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

**Comment**

Discussed proper medication documentation and procedures.

**Licensure**

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

**Comment**

Permission to Operate will be issued upon completion of the Exit Conference and signature pages are returned to the Consultant. The overall licensed capacity is six (6) children at any given time.

**Safety and Discipline**

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

**Comment**

Currently there are no children enrolled in the program. Consultant discussed appropriate discipline and guidance techniques with the provider.

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

**Comment**

The provider does not provide routine transportation. Consultant discussed transportation requirements if/when the provider decides to incorporate transportation. The provider will contact their regional consultant and complete the required two (2) hour transportation training prior to transporting children. Comment vehicle information, insurance, first aid kit and fire extinguisher were observed.

**Staff Records**

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**290-2-3-.21 Criminal Records and Comprehensive Background Checks(CR)** **Met**

**Comment**

Five (5) of five (5) Criminal records checks were observed to have comprehensive satisfactory Criminal Background Check determination letters on file for the provider and all residents living in the home seventeen (17) years and older.

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**290-2-3-.07 Staff Qualifications(CR)**

**Met**

**Comment**

Discussed staff qualifications and compliance with applicable laws and regulations.

<b>Staff:Child Ratios and Supervision</b>
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**290-2-3-.07 Staff:Child Ratios(CR)**

**Met**

**Comment**

Currently there are no children present in the program. Consultant discussed ratios with the Provider on this date.

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**290-2-3-.07 Supervision(CR)**

**Met**

**Comment**

Currently there are no children present in the program. Consultant discussed direct supervision with the Provider on this date.