



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), do the following:

- 1) Log into DECAL KOALA 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)



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@dec.state.ga.us for more information. Free technical assistance is available!

Pamela Keaton, Program Official

Date

Lesley Barrett, Special Investigations Unit Sr. Specialist

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: 8/18/2023 **VisitType:** Complaint Investigation
Follow Up **Arrival:** 12:35 PM **Departure:** 2:40 PM

FR-54739

Keaton, Pamela L

217 Brookside Drive Dallas, GA 30132 Paulding County
(678) 949-1335 pamelakeaton666@gmail.com

Mailing Address
Same

**Special Investigations Unit Sr.
Specialist**

Lesley Barrett

Phone: ()

Fax:

lesley.barrett@dec.al.ga.gov

The following information is associated with a Complaint Investigation Follow Up:

Activities and Equipment

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

Not Met

Technical Assistance

290-2-3-.19(1)(b) - Consultant discussed with the provider to ensure that cots and mats shall be provided for each child who is two (2) years of age or older and who is required to take a nap,

Correction Deadline: 8/28/2023

Finding

290-2-3-.19(1)b)3 requires that sheets or similar coverings for cots or mats shall either be marked for individual use or laundered daily. If individually marked, they must be laundered weekly or more frequently if needed. It was determined based on observations that the provider did not provide sheets or covering for the mats the children were sleeping on during nap time.

POI (Plan of Improvement)

The Home Provider will launder sheets for cots or mats as required.

Correction Deadline: 8/18/2023

Children's Records

Records Reviewed: 7

Records with Missing/Incomplete Components: 1

Child # 7

Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2)

290-2-3-.08 Children's Records**Not Met****Finding**

290-2-3-.08(13) requires documentation for the care of children, related and unrelated, for whom no pay is received to include a notarized statement from the Parent(s) attesting to the non-pay status. It was determined based on a review of records that the provider did not provide sufficient evidence to confirm the non-pay status of child #6.

POI (Plan of Improvement)

The Home Provider will obtain and maintain documentation.

Correction Deadline: 8/18/2023**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 the provider failed to maintain immunization records for one of seven children enrolled in the program.

POI (Plan of Improvement)

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

Correction Deadline: 8/18/2023**Recited on 8/18/2023**

Facility

290-2-3-.11 Physical Plant - Safe Environment(CR)**Not Met****Finding**

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. The Home shall maintain documentation of the dates and times of these drills for two years. It was determined based on a review of records that documentation of completed fire drills during the months of June and July of 2023, were not maintained as required.

POI (Plan of Improvement)

The Provider will develop and implement a plan and schedule for conducting the required drills, completing the documentation, keeping the documentation on file for two years.

Correction Deadline: 8/18/2023**Recited on 8/18/2023**

Food Service

290-2-3-.10 Food Service & Nutrition**Met****Correction Deadline: 6/15/2023****Corrected on 8/18/2023**

.10(6) - Previous citations regarding the weekly menu being available was corrected on this date.

Staff:Child Ratios and Supervision

Correction Deadline: 6/25/2023

Corrected on 8/18/2023

.07(15) - Previous citation regarding the number of children present in the home was corrected on this date. Consultant observed the provider caring for six children in the home.