





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](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)




**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 1 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us) for more information. Free technical assistance is available!**

Kinisha French, Program Official

Date

Twantaye Compton, 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:** 2/7/2023 **VisitType:** Licensing Study **Arrival:** 10:30 AM **Departure:** 1:15 PM

**FR-49927**

**French, Kinisha**

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Same

The following information is associated with a Licensing Study:

**Activities and Equipment**

**290-2-3-.12 Equipment and Supplies(CR)**

**Not Met**

**Finding**

290-2-3-.12(5) requires all indoor and outdoor furniture, activity materials, and equipment shall be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint and kept clean. It was determined based on observation that the provider failed to ensure that all indoor and outdoor activity materials and equipment were free from hazardous conditions. During a review items such as uncovered electrical sockets, scissors on the counter, vacuum cleaner, broom and dust pan. electrical cords/ cables were accessible to children in care on this date.

**POI (Plan of Improvement)**

The Home will repair or replace any identified hazardous or unclean equipment and will monitor all indoor and outdoor equipment to ensure it is free from hazards and kept clean.

**Correction Deadline: 2/8/2023**

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

**Met**

**Comment**

Discussed SIDS and infant sleeping position.

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

**Met**

**Comment**

There is no pool on the property

**Facility**

**290-2-3-.13 Physical Plant - Safe Environment**

**Technical Assistance**

**Technical Assistance**

290-2-3-.13(1)(g) - Please ensure that all Windows and doors used for ventilation shall be screened.

**Correction Deadline: 2/17/2023**

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

290-2-3-.11(2)(d) requires that hanging cords be inaccessible to children. It was determined based on observation that hanging cords were accessible to children in care. Children was observed to have access to the kitchen, living room and bathroom with access to hanging cords.

**POI (Plan of Improvement)**

The Home Provider will ensure that hanging cords are inaccessible.

**Correction Deadline: 2/7/2023****Finding**

290-2-3-.11(2)(f) requires that poisons, medicines, cleaning agents and other hazardous materials be in locked areas or inaccessible to children. It was determined based on observation that a box of non prescription medication was on the counter in the kitchen accessible to children in care.

**POI (Plan of Improvement)**

To ensure the safe storage of hazardous items, the Home Provider will make these items inaccessible to the children.

**Correction Deadline: 2/7/2023**

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**290-2-3-.13 Physical Plant-Structural/Mechanical(CR)****Not Met****Finding**

290-2-3-.13(1)(e) prohibits the use of multiple plugs and electric extension cords. Electrical outlets within reach of children shall be plugged or covered. It was determined based on observation that electrical cords and uncovered outlets were accessible to children in care on this date.

**POI (Plan of Improvement)**

The Home will not use multiple plugs and electric extension cords and will check regularly to ensure electrical outlets are plugged or covered.

**Correction Deadline: 2/7/2023**

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**290-2-3-.13 Playgrounds(CR)****Technical Assistance****Technical Assistance**

290-2-3-.13(2)(a) - There was a lack of play equipment in the back yard. A large pet was observed to be outside on this date.

**Correction Deadline: 2/17/2023**

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<b>Food Service</b>
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**290-2-3-.10 Food Service & Nutrition****Technical Assistance****Technical Assistance**

290-2-3-.10(1) - Please ensure that meals and snacks are served, with serving sizes dependent upon the age of the child that meet nutritional guidelines as established by the United States Department of Agriculture Child and Adult Care Food Program.

**Correction Deadline: 2/7/2023**

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**290-2-3-.10 Kitchen Operations****Technical Assistance****Technical Assistance**

290-2-3-.10(11) - Please ensure food and drinks shall be prepared as close to serving time as possible to protect children and Personnel from foodborne illness.

**Correction Deadline: 2/7/2023**

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<b>Health and Hygiene</b>
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**290-2-3-.11 Children's Health and Hygiene(CR)****Technical Assistance****Comment**

Discussed labeling of "diapering only" areas and staff work stations.

**Technical Assistance**

290-2-3-.11(1)(j) - please ensure children's hands to be washed with liquid soap and warm running water: immediately upon arrival for the day and re-entering the child care area after outside play; before and after eating meals and snacks, handling or touching food, and playing in water; after toileting and diapering, playing in sand, touching animals or pets, contact with bodily fluids.

**Correction Deadline: 2/7/2023**

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**290-2-3-.11 Diapering Areas & Practices(CR)****Not Met****Finding**

290-2-3-.11(1)(g) requires that soiled diapers and linens be disposed of in a closed container. It was determined based on observation that a soiled diaper was in a trash bin and not in a closed container as required.

**POI (Plan of Improvement)**

To ensure sanitary storage, the Home Provider will [ ]. The Home Provider will ensure that soiled diapers and linens are disposed of in a closed container.

**Correction Deadline: 2/7/2023**

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

Per the provider no medication is currently dispensed.

**Licensure**

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

Appropriate number of children observed in Family Child Care Learning Home this date.

**Policies and Procedures**

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**290-2-3-.14 Required Reporting****Technical Assistance****Technical Assistance**

290-2-3-.14(1) - Please ensure to notify the department during any emergency situation that requires temporarily relocating children; and any time the Home's operating status changes. Children were relocated to the inside of the home and not in their licensed and approved area. A required report is warranted anytime there is a change in the location of the children in care.

**Correction Deadline: 2/7/2023****Safety and Discipline**

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**290-2-3-.11 Animals****Not Met**

**Finding**

290-2-3-.11(1)(n) requires pets in the Home be properly vaccinated in accordance with the requirements of the local county Boards of Health. Unconfined pets shall not be permitted in child care areas when any Child is present except for supervised learning experiences. It was determined based on observation and a review of records that a the provider was not able to provide evidence that a pet was properly vaccinated in accordance with local Board of Health requirements on this date. The pet was observed to be outside in the fenced back yard of the home.

**POI (Plan of Improvement)**

The Home will ensure that all animals are properly vaccinated and that unconfined animals are not allowed in child care areas.

**Correction Deadline: 2/7/2023**

**Technical Assistance**

290-2-3-.11(1)(o) - Please be advised that dogs which may have a vicious propensity are not permitted on the Family Child Care Learning Home premises at any time there are children on the premises.

**Correction Deadline: 2/17/2023**

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

**Comment**

Pleasant interactions observed between the provider and children in care.

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

**Comment**

The provider does not provide routine transportation.

**Staff Records**

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

**Comment**

Criminal records checks were observed to be complete.

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

**Technical Assistance**

290-2-3-.07(13) - Please ensure that Employees and Provisional Employees have documented statement(s) from an attending physician or other health care professional attesting to the mental and/or physical health of the Provider, Provisional Employee or Employee; letters of reference from designated persons.

**Correction Deadline: 2/8/2023**

**Finding**

290-2-3-.07(9) requires that every calendar year, after the first year of employment the Provider, and any Provisional Employees or and Employees, shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department- approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained in the Home by the Provider, as required by these rules. It was determined based on a review of records that the provider was not able to provide evidence of ten (10) clock hours of annual training as required. The provider obtained six total hours but provisional staff hours training was not observed during this reporting period.

**POI (Plan of Improvement)**

The Home will obtain the required annual training for Staff and will keep certificates, cards, or other proof of training on file. The Home will submit proof of training to the Department, if requested.

**Correction Deadline: 3/9/2023****Technical Assistance**

290-2-3-.08(14) - Please ensure that documentation of training be maintained in the Home and include the following: 1) title of training, 2) date of training, 3) number of clock hours obtained and 4) name(s) of trainers/sponsoring organizations

**Correction Deadline: 2/7/2023**

<b>Staff:Child Ratios and Supervision</b>
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**Comment**

Appropriate ratios were observed on this date.

**Comment**

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