





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!**

Mary Mosley, Program Official

Date

Stacey Foston, 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:** 1/10/2023    **VisitType:** Licensing Study    **Arrival:** 12:25 PM    **Departure:** 3:20 PM

**FR-0000250796**

**Mosley, Mary F**

2204 SOUTH FERNWOOD DRIVE Savannah, GA 31404 Chatham  
County  
(912) 352-4230 marymosleyjune14@gmail.com

**Regional Consultant**

Stacey Foston

Phone: (706) 806-0407  
Fax: (706) 806-0406  
stacey.foston@dec.al.gov

**Mailing Address**

2204 SOUTH FERNWOOD DRIVE  
SAVANNAH, GA 31404

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.

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

**Met**

**Comment**

Pleasant naptime environment observed. There are no infants currently enrolled.

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

**Met**

**Comment**

Home does not provide swimming activities.

**Children's Records**

**Records Reviewed: 7**

**Records with Missing/Incomplete Components: 3**

Child # 1

Not Met

"Missing/Incomplete Components"

Allergy/Medical Information - (.08)(4)

Child # 3

Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2),Emergency Medical Authorization - (.08)(3)

Child # 5

Not Met

"Missing/Incomplete Components"

---

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

290-2-3-.08(1) - Please ensure enrollment forms have the relationship to Child and to Parent(s) and other identifying information of person(s) to whom the Child may be released.

**Finding**

290-2-3-.08(1) requires the Home to have a current and updated record for each Child in care and for a period of one (1) year after each Child leaves. Such records shall include: identifying information (Child's name, birth date, Parent's name, home and business addresses, telephone numbers); name, address and telephone number of persons, including Child's physician, to contact in emergencies; and name, address, telephone numbers, relationship to Child and to Parent(s) and other identifying information of person(s) to whom the Child may be released. It was determined based on a review of records that child #5 did not have the physician name, address and telephone number on file.

**POI (Plan of Improvement)**

The Home Provider will obtain the missing information and maintain the Children's records as required.

**Correction Deadline: 1/11/2023****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 child #3 did not have current immunization records or a signed affidavit against such immunizations on file as required.

**POI (Plan of Improvement)**

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

**Correction Deadline: 1/17/2023****Finding**

290-2-3-.08(4) requires the Home to maintain a file for each Child that includes known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which would limit the Child's participation in the program. It was determined based on a review of records that child #1 and #5 did not have documentation of any known allergies on file.

**POI (Plan of Improvement)**

The parent updated child's #1 enrollment records during the visit. The Provider will obtain the documentation for the other child by the end of the day.

**Correction Deadline: 1/10/2023****Technical Assistance**

290-2-3-.08(8)(a) - Reviewed the Family's Childcare Home policy and procedures. Discussed reviewing and updating the Home's policies to ensure they comply with Bright from the Start's current requirements. The consultant left resources with the Provider.

**Correction Deadline: 1/10/2023**

---

**290-2-3-.08 Parental Authorization(CR)****Not Met****Finding**

290-2-3-.08(3) requires the Home to obtain Parental authorization at the time of a Child's enrollment for emergency medical care when the Parent is not available. It was determined based on a review of records that child #3 did not have signed Parental authorization for emergency medical care when the Parent is not available on file.

**POI (Plan of Improvement)**

The Home Provider will have authorization for emergency medical care completed by the Parent for Children enrolled.

**Correction Deadline: 1/10/2023**

**Facility**

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

**Comment**

An operable and appropriately sized fire extinguisher was observed in the home this date.

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

**Comment**

The Home appears clean and free from hazards.

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

**Comment**

The outside area appears clean and no hazards observed.

**Health and Hygiene**

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

**Comment**

The Provider stated proper knowledge of hand washing and hygiene procedures.

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

**Comment**

The provider stated appropriate diapering procedures.

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

**Comment**

Per the provider no medication is currently dispensed

**Licensure**

**290-2-3-.04 Application Requirements(CR) Not Met**

**Finding**

290-2-3-.04(1)(d) requires a person that provides care for more than six children for pay, related or unrelated, as defined in these rules, shall make application to the Department for a license to operate a Child Care Learning Center, except as provided in 290-2-3-.07(15). It was determined based on a review of records that there were seven children for pay present.

**POI (Plan of Improvement)**

The Family Child Care Learning Home caring for more than six children shall reduce the number of children for pay in care to six.

**Correction Deadline: 1/10/2023**

**Safety and Discipline**

---

**290-2-3-.11 Animals** **N/A**

**Comment**

The Family Child Care Learning Home does not keep animals on premises.

---

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

**Comment**

Age-appropriate discussion and redirection observed.

---

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

**Comment**

The provider does not provide routine transportation.

---

|                      |
|----------------------|
| <b>Staff Records</b> |
|----------------------|

---

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

**Comment**

Criminal records checks were observed to be complete.

---

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

**Comment**

Evidence observed that the provider and helper are 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.

---

**290-2-3-.07 Staff Training** **Met**

**Comment**

Annual training requirement and documentation observed for the year 2022.

---

|   |
|---|
| <b>Staff:Child Ratios and Supervision</b> |
|---|

---

**290-2-3-.07 Staff:Child Ratios(CR)** **Not Met**

**Finding**

290-2-3-.07(15) requires the Home to ensure that the total number of Children not Related to the Provider in the Family Child Care Learning Home, for pay or not for pay, cannot exceed six Children, except that a Provider may care for two additional children who are three years of age or older for two designated one hour periods daily upon approval approved by the Department. It was determined based on observation that there were seven children unrelated to the Provider present beyond the two designated one hour periods approved by the Department.

**POI (Plan of Improvement)**

The Provider will ensure additional children are picked up by the required times. The Home will reduce the number of unrelated children, both for pay and not for pay, so that the total number of unrelated children in care does not exceed the number of children as specified in these rules.

**Correction Deadline: 1/10/2023**

---

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

**Comment**

Adequate supervision observed on this date.