



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



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!

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)

Janice Halston, 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: 3/10/2022 **VisitType:** Licensing Study **Arrival:** 12:15 PM **Departure:** 1:10 PM

FR-35149

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Met

Comment

A variety of equipment and toys were observed.

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

Met

Comment

Observed a pack-n-play available for the one infant. The children cots and bedding were stored as required.

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: 8

Child # 1

Not Met

"Missing/Incomplete Components"

Parents Names Missing -(.08)(1),Immunization Form - (.08)(2),Physician & Emergency Contact Information - (.08)(1),Release Person Information - (.08)(10),Allergy/Medical Information - (.08)(4),Emergency Medical Authorization - (.08)(3),Date of Birth Missing -(.08)(1),Proof of No Liability Insurance Form

Child # 2

Not Met

"Missing/Incomplete Components"

Allergy/Medical Information - (.08)(4),Release Person Information - (.08)(10)

Child # 3

Not Met

"Missing/Incomplete Components"

Parents Names Missing -(08)(1),Allergy/Medical Information - (.08)(4),Release Person Information - (.08)(10),Mom Home # Missing -(08)(1),Mom Work # Missing -(08)(1),Dad Home # Missing -(08)(1),Dad Work # Missing -(08)(1)

Child # 4 Not Met

"Missing/Incomplete Components"

Allergy/Medical Information - (.08)(4),Release Person Information - (.08)(10)

Child # 5 Not Met

"Missing/Incomplete Components"

Release Person Information - (.08)(10),Allergy/Medical Information - (.08)(4),Emergency Medical Authorization - (.08)(3),Parents Names Missing -(08)(1),Mom Home # Missing -(08)(1),Mom Work # Missing -(08)(1),Dad Home # Missing -(08)(1),Dad Work # Missing -(08)(1)

Child # 6 Not Met

"Missing/Incomplete Components"

Parents Names Missing -(08)(1),Physician & Emergency Contact Information - (.08)(1),Emergency Medical Authorization - (.08)(3),Allergy/Medical Information - (.08)(4),Release Person Information - (.08)(10),Mom Home # Missing -(08)(1),Mom Work # Missing -(08)(1),Dad Home # Missing -(08)(1),Dad Work # Missing -(08)(1)

Child # 7 Not Met

"Missing/Incomplete Components"

Date of Birth Missing -(08)(1),Parents Names Missing -(08)(1),Physician & Emergency Contact Information - (.08)(1),Immunization Form - (.08)(2),Emergency Medical Authorization - (.08)(3),Allergy/Medical Information - (.08)(4),Release Person Information - (.08)(10)

Child # 8 Not Met

"Missing/Incomplete Components"

Allergy/Medical Information - (.08)(4),Release Person Information - (.08)(10)

290-2-3-.08 Children's Records**Not Met****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 the enrollment records were incomplete for all enrolled children.

POI (Plan of Improvement)

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

Correction Deadline: 3/31/2022**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 one enrolled child 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: 3/31/2022

Facility

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

Comment

Documentation of emergency drills and the Home's emergency preparedness plans were observed to be complete.

Comment

Please be mindful to keep items that pose a hazard on the back porch inaccessible to children.

Finding

290-2-3-.11(2)(h) requires at least one UL Approved smoke detector to be on each floor of the Home and such detectors to be maintained in working order. At least one 2-A:10-B:C fire extinguisher shall be kept in the child care area to be located no more than thirty feet from the kitchen. The extinguisher shall be maintained in working order and shall be inaccessible to the children. It was determined based on observation that the fire extinguisher in the home was not the 2-A:10-B:C size.

POI (Plan of Improvement)

There was an operable fire extinguisher in the home. The provider will have the 2-A:10-B:C fire extinguisher serviced and maintained.

Correction Deadline: 3/31/2022

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 well maintained.

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

Provider stated proper knowledge of 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 observation that there were eight children for pay present during the visit.

POI (Plan of Improvement)

The provider stated the two additional children were drops in for care. The Family Child Care Learning Home caring for more than six children shall reduce the number of children in care to six.

Correction Deadline: 3/10/2022

Safety and Discipline

290-2-3-.11 Animals**Met****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 First Aid Kit**Not Met****Finding**

290-2-3-.11(1)(e) requires the Home and any vehicle used for transportation Children to have a first aid kit which at least contains: scissors, tweezers, gauze pads, thermometer, adhesive tape, band-aids, insect - sting preparation, antiseptic cleaning solution, antibacterial ointment, bandages, disposable rubber gloves, protective eyewear, facemask, and cold pack. The first aid kit, together with a first aid instruction manual which must be kept with the kit at all times, shall be stored in a central location so that it is not accessible to Children but is easily accessible to the Provider and Staff. The Home must also maintain written directions for the use of universal precautions for handling blood and bodily fluids. The directions on the use of universal precautions must be kept with the first aid kit at all times. It was determined based on observation that the first aid kit was missing insect - sting preparation, antiseptic cleaning solution, and protective eyewear.

POI (Plan of Improvement)

The Home will replace any missing items in the first aid kit, keep the instruction manual and written universal precautions with the kit and will check the kit regularly.

Correction Deadline: 3/31/2022

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

The Provider stated no routine transportation provided.

Staff Records

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

Criminal records checks were observed to be complete.

Finding

290-2-3-.07(8) requires the Home to maintain for the Provider and any Provisional Employee or Employee with direct care responsibilities current evidence of successful completion of a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid which have been offered by certified or licensed health care professionals or trainers and which dealt with emergency care for infants and children. Such training must be completed prior to initial licensure for the Provider and within 90 days from date of hire for Provisional Employees and Employees. The Provider, a Provisional Employee or Employee with current CPR and first aid training must always be on the Home's premises and on any field trip whenever any Child is present. It was determined based on a review of records that the Provider completed an online CPR class that did not have the hands on skills assessment that is required by the Department.

POI (Plan of Improvement)

The Provider will obtain the required CPR and first aid training and will keep certificates, cards, or other proof of training on file.

Correction Deadline: 4/27/2022

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**Not Met****Finding**

290-2-3-.07(7) requires that the Provider, Employees and Provisional Employees with direct care responsibilities shall complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on a review of records that the two helpers did not complete the health and safety training as required.

POI (Plan of Improvement)

The Provider will ensure any Employees or Provisional Employees complete the training. The Provider will develop a plan to ensure that any new Staff hired complete the training as required.

Correction Deadline: 4/27/2022**Correction Deadline: 12/31/2021****Corrected on 3/10/2022****.07(9) - The previous citation was observed to be corrected. Observed training for the required staff.**

Staff:Child Ratios and Supervision

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 during the visit there were eight children unrelated to the Provider present for care.

POI (Plan of Improvement)

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: 3/20/2022

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

Met

Comment

Adequate supervision observed on this date.