





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

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@decal.ga.gov](mailto:qualityrated@decal.ga.gov) for more information. Free technical assistance is available!**

Stacey Gooden, Program Official

Date

Verlyn Gant, 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:** 8/11/2022 **VisitType:** Monitoring Visit **Arrival:** 12:05 PM **Departure:** 12:20 PM

**FR-00009803**

**Gooden, Stacey A**

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**Mailing Address**

Same

The following information is associated with a Monitoring Visit:

**Activities and Equipment**

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

**Met**

**Correction Deadline: 3/29/2022**

**Corrected on 8/11/2022**

.12(5) - Previous citation was observed to be corrected during this visit, in that based on observation the small red table and blue sofa with exposed foam had been removed.

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

**Not Evaluated**

**Comment**

Care is not provided for any infant required to be in a crib

**Comment**

There were no children present during the time of the inspection. (This rule was not evaluated on this date)

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

**N/A**

**Comment**

Home does not provide swimming activities.

**Children's Records**

**Records Reviewed: 5**

**Records with Missing/Incomplete Components: 2**

Child # 1

Not Met

"Missing/Incomplete Components"

Mom Work # Missing -(.08)(1),Dad Work # Missing -(.08)(1)

Child # 3

Not Met

"Missing/Incomplete Components"

**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 following were missing from the children's enrollment records:

Two of five children's files were missing the parent's work address

One of five children's files were missing the release person's addresses.

**POI (Plan of Improvement)**

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

**Correction Deadline: 8/19/2022**

**Recited on 8/11/2022**

**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.

**Comment**

Operable smoke detector(s) were observed as required in the home this date.

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

**Met**

**Correction Deadline: 3/29/2022**

**Corrected on 8/11/2022**

**.13(1) - Previous citation was observed to be corrected during this visit, in that based on observation the rug in the children's play area that had fraying edges which was a potential tripping hazard, had been removed.**

**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.

**Food Service**

**290-2-3-.10 Food Service & Nutrition**

**Met**

**Correction Deadline: 3/29/2022**

**Corrected on 8/11/2022**

**.10(8) - Previous citation was observed to be corrected during this visit, in that based on discussion and a review of records, the provider no longer has grapes on her menu.**

## Health and Hygiene

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

**Comment**

Staff state 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)** **Met**

**Comment**

Appropriate number of children cared for based on a review of records in Family Child Care Learning Home this date.

## Safety and Discipline

**290-2-3-.11 Discipline(CR)** **Not Evaluated**

**Comment**

There were no children present during the time of the inspection. (This rule was not evaluated on this date)

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

**Comment**

The provider does not provide routine transportation.

## Staff Records

**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 Staff Qualifications(CR)** **Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

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

**Defer**

290-2-3-.07(9) - Annual training will be reviewed at the next licensing study visit conducted in 2023.

**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: 4/28/2022**

<b>Staff:Child Ratios and Supervision</b>
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<b>290-2-3-.07 Staff:Child Ratios(CR)</b>	<b>Not Evaluated</b>
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**Comment**

There were no children present during the time of the inspection. (This rule was not evaluated on this date)

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<b>290-2-3-.07 Supervision(CR)</b>	<b>Not Evaluated</b>
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**Comment**

There were no children present during the time of the inspection. (This rule was not evaluated on this date)