





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](mailto: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](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)

\_\_\_\_\_  
Cheryl Neal, Program Official

Date

\_\_\_\_\_  
Jessica Johnson, Consultant

Date

\_\_\_\_\_  
Carrie Spangler, 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:** 4/12/2022    **VisitType:** Licensing Study    **Arrival:** 10:40 AM    **Departure:** 11:30 AM

**FR-000005812**

**Neal, Cheryl J**

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Same

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Joint with: Carrie Spangler

The following information is associated with a Licensing Study:

### Activities and Equipment

**290-2-3-.09 Activities**

**Not Met**

**Comment**

290-2-3-.09(3) - Children shall spend some time of each day outside when the children's health and the weather permits.

**Correction Deadline: 4/12/2022**

**Finding**

290-2-3-.09(5) requires that children less than three (3) years of age shall not spend more than one-half (1/2) hour of time consecutively in confining equipment, such as swings, highchairs, jumpseats, carriers or walkers. Children shall use such equipment only when they are awake. Such children shall be allowed time to play on the floor daily. It was determined based on observation that three one-year-old children were confined to their beds for more than thirty minutes.

**POI (Plan of Improvement)**

The Home Provider will ensure that children less three years of age do not spend more than 1/2 an hour in confining equipment and shall be allowed floor time daily.

**Correction Deadline: 4/12/2022**

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**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 playground equipment including the white car, white and orange car, small blue slide, white and black jeep, and orange/yellow/blue play equipment was not kept clean as required as it was covered in black residue. It was further determined that additional playground hazards existed in that the following was observed:

- Rust on yellow climber.
- Discarded playground equipment (bus and ball hoop).
- Rust and chipping paint on Spring-go-round.
- Chipped and peeling paint on red/blue playhouse.
- rust and chipped peeling paint on red tunnel.
- Rust and chipped peeling paint on yellow bus.
- Rust on rail next to AC.

**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: 5/5/2022**

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

Discussed SIDS and infant sleeping position.

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

Home does not provide swimming activities.

<b>Children's Records</b>
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**Records Reviewed: 8****Records with Missing/Incomplete Components: 6**

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Child # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
Proof of No Liability Insurance Form	
Child # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
Mom Work # Missing -(08)(1),Proof of No Liability Insurance Form	
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
Dad Work # Missing -(08)(1),Mom Work # Missing -(08)(1),Proof of No Liability Insurance Form	
Child # 4	Met
Child # 5	Not Met
<u>"Missing/Incomplete Components"</u>	

Proof of No Liability Insurance Form

Child # 6 Not Met

"Missing/Incomplete Components"

Proof of No Liability Insurance Form

Child # 7 Not Met

"Missing/Incomplete Components"

Mom Work # Missing -(.08)(1),Proof of No Liability Insurance Form

Child # 8 Met

**290-2-3-.08 Children's Records**

**Technical Assistance**

**Technical Assistance**

290-2-3-.08(11) requires that if the Home is not covered by liability insurance sufficient to protect its clients, the Home must notify the Parent of each Child under the care of the program in writing. Each Parent must acknowledge receipt of such notice, and a copy of the acknowledgement shall be kept in the Child's file.

**Correction Deadline: 4/12/2022**

**Technical Assistance**

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.

**Correction Deadline: 4/12/2022**

**290-2-3-.08 Parental Authorization(CR)**

**Met**

**Comment**

Parent authorizations obtained/completed.

**Facility**

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

**Not Met**

**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 cleaning solutions and hand soap were stored in an unlocked cabinet under the sink in the bathroom. It was further determined based on observation that plastic grocery bags were on the floor next to the changing table and the vacuum, broom and plastic bags were in the corner next to the door.

**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: 4/12/2022**

**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)**

**Not Met**

**Finding**

290-2-3-.13(2)(a) requires that outdoor play areas be kept clean and free of hazards such as exposed sharp corners of concrete or equipment, rust and splinters on equipment, broken glass, open drainage ditches, holes and stagnant water. It was determined based on observation that the outside area hazards include, the following:

- Garden tools/equipment and lawn maintenance items (lawn mowers, wheelbarrow, shovel, ladder, dolly cart).
- Eight 55 gallon trash cans of stagnant water.
- Wood pieces on top of the animal cage and next to the right side of the fence.
- Exposed tarp next to red/yellow picnic table.
- Water hose accessible under gazebo.
- Broken concrete pieces under gazebo inside the trench.
- There was a shovel inside of the large yellow slide.
- Splintered, deteriorated wood around mulch.
- Large yellow slide with shovel accessible.

**POI (Plan of Improvement)**

The Home will repair any and all identified outdoor hazards and will monitor playground daily or more often as needed to ensure that the Home's outdoor play area is kept clean and free of hazards.

**Correction Deadline: 4/22/2022**

<b>Food Service</b>
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**290-2-3-.10 Food Service & Nutrition****Not Met****Finding**

290-2-3-.10(3)(a) requires Staff to hold and feed infants less than six (6) months of age and older children who cannot hold their own bottles or sit alone. Baby bottles shall never be propped; the infant's head shall be elevated while feeding. It was determined based on observation that the Provider feed a four-month-old infant while in a bouncy chair instead of holding the infant as required.

**POI (Plan of Improvement)**

Staff shall hold infants less than six months old or who can not hold their own bottle, to never prop bottles and to elevate infant's heads during feeding. The Provider will monitor to ensure appropriate feeding procedures are followed.

**Correction Deadline: 4/12/2022**

<b>Health and Hygiene</b>
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**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)****Technical Assistance****Technical Assistance**

290-2-3-.11(1)(f) requires diapers to be changed in the Child's own crib or on a nonporous surface which is cleaned with a disinfectant and dried with a single use disposable towel after each diaper change. It was determined based on observation that the diapering pad was covered with tape on this date.

**Correction Deadline: 4/12/2022**

**Comment**

Staff state proper knowledge of diapering procedures.

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

**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.

**Safety and Discipline**

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**290-2-3-.11 Animals** **Met**

**Comment**

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

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

**Comment**

Age-appropriate discussion and/or redirection observed.

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**290-2-3-.11 First Aid Kit** **Met**

**Comment**

Complete first aid kit observed in the Family Child Care Learning Home

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

**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**

Consultant requested to view all Criminal Record checks for employees hired after last visit. Provider stated that there have been no new hires since last visit

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

**Comment**

Evidence observed that the provider was certified in First Aid and CPR. Online-only CPR training and adult-only training do not meet the rule requirement. "Blended" training (online study plus hands-on skill practice and assessment) is acceptable.

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

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

**Comment**

Annual training requirement and documentation observed.

**Staff:Child Ratios and Supervision**

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**Comment**

Appropriate ratios were observed on this date.

**Finding**

290-2-3-.07(17) requires at least one Staff person with a satisfactory Comprehensive Records Check Determination shall supervise Children at all times appropriate to the individual age, needs and capabilities of each child. Such supervision must include, but not be limited to, indoor and outdoor activities, mealtimes, naptime, transportation, field trips, and transitions between activities. "Supervision" means Staff members are providing watchful oversight to the children, volunteers and Students-in-Training. The person(s) supervising in the child care area must be alert, positioned to maximize their ability to hear and see the children at all times, and able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the volunteers and Students-in-Training, and provide timely attention to the children's actions and needs. Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger. Plans shall be made to obtain additional Staff help in cases of emergencies. It was determined based on observation that a four-year-old child walked out of the room and up stairs without adult supervision.

**POI (Plan of Improvement)**

The Home will ensure that either the Provider or at least one Staff person with a satisfactory Comprehensive Records Check Determination supervises the children at all times as required by the rules. The Home will develop or update a plan to obtain additional Staff help in case of an emergency.

**Correction Deadline: 4/12/2022**