



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)

Jessie Martin, Program Official

Date

Kelly Jones, 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: 3/4/2022 **VisitType:** Monitoring Visit **Arrival:** 2:00 PM **Departure:** 2:40 PM

FR-9900105641

Martin, Jessie M

81 David Street Hartwell, GA 30643 Hart County
(706) 376-9685 martin14@hartcom.net

Mailing Address
Same

Regional Consultant

Kelly Jones

Phone: (770) 357-7062
Fax: (770) 357-7061
kelly.jones@decal.ga.gov

The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Met

Comment

A variety of equipment and toys were observed.

Comment

Toys and equipment observed to be clean and safe from hazardous conditions.

Comment

Equipment and furniture observed to be properly secured, as applicable.

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

Met

Comment

Discussed SIDS and infant sleeping position.

Comment

Pleasant naptime environment observed.

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

Met

Comment

Home does not provide swimming activities.

Comment

There is no pool on the property

Children's Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 4

Child # 1

Not Met

"Missing/Incomplete Components"

Records Reviewed: 6**Records with Missing/Incomplete Components: 4**

Dad Work # Missing -(08)(1), Mom Work # Missing -(08)(1), Physician & Emergency Contact Information - (08)(1), Emergency Medical Authorization - (08)(3), Release Person Information - (08)(10)

Child # 2 Met

Child # 3 Met

Child # 4 Not Met

"Missing/Incomplete Components"

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

Child # 5 Not Met

"Missing/Incomplete Components"

Immunization Form - (08)(2)

Child # 6 Not Met

"Missing/Incomplete Components"

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

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 three children were missing identifying information (Child's name, birth date, Parent's name, home and business addresses, telephone numbers) on the enrollment form.

POI (Plan of Improvement)

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

Correction Deadline: 3/18/2022**Recited on 3/4/2022****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 documentation that one child did not have evidence of 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**Recited on 3/4/2022****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 two children did not have evidence of emergency medical care when the Parent is not available.

POI (Plan of Improvement)

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

Correction Deadline: 3/18/2022

Facility

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

Correction Deadline: 10/24/2021

Corrected on 3/4/2022

.11(2)(c) - The previous citation was observed to be corrected on this date. Evidence of emergency drills complete were on file for 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.

Food Service

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

Correction Deadline: 3/4/2022

Corrected on 3/4/2022

.10(3) - The previous citation was observed to be corrected on this date. Provider was not caring for children under one- year- old.

Health and Hygiene

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

Comment

290-2-3-.11(1)(b) - Discussed hand washing procedures with provider. Provider had knowledge of proper hand washing procedures.

Correction Deadline: 3/4/2022

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

Comment

Staff state proper knowledge of diapering procedures.

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

Comment

Per the provider no medication is currently dispensed

Licensure

290-2-3-.04 Application Requirements(CR)

Met

Comment

Application requirements reviewed with the Provider on this date.

Comment

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

Safety and Discipline

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

Met

Comment

The provider and/or the home's employee were observed to maintain a positive learning environment on this date.

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

Met

Comment

The provider does not provide routine transportation.

Staff Records

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 9/24/2021.

Comment

Three of three Criminal records checks were observed to be complete.

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

Met

Comment

Evidence observed that the provider was 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

Technical Assistance

Technical Assistance

290-2-3-.07(7) - Discussed: Health and Safety Training is required for each Staff member with direct care responsibilities within 90 calendar days of their hire date.

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

Technical Assistance

Technical Assistance

290-2-3-.07(24)(b) - Discussed with the provider that volunteers could not be solely responsible for the children in care.

Correction Deadline: 3/4/2022

Staff:Child Ratios and Supervision

290-2-3-.07 Staff:Child Ratios(CR)

Met

Comment

Appropriate ratios were observed on this date.

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

Met

Comment

Adequate supervision observed on this date.