





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)

Margaret Brathwaite, Program Official

Date

Kajora McCoy, 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:** 10/18/2022 **VisitType:** Monitoring Visit

**Arrival:** 9:30 AM

**Departure:** 12:20 PM

**FR-23465**

**Brathwaite, Margaret**

2283 GRASSY SPRINGS COURT Conyers, GA 30012 Rockdale  
County  
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The following information is associated with a Monitoring Visit:

**Activities and Equipment**

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

**Not Met**

**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 children under the age of three years old and one child who was three years old were confined in playpens for over an hour.

**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: 10/18/2022**

**Finding**

290-2-3-.09(7) requires that the use of entertainment media shall be limited to programs, tapes, and software that are produced for the benefit of audiences comprised of young children and not be the primary source of children's activities, used only in addition to other activities and for no more than two hours daily. It was determined based on observation that the use of television was being used as the children's primary source of activities for more than two hours.

**POI (Plan of Improvement)**

The Home Provider will review requirements to ensure the appropriate use of media.

**Correction Deadline: 10/18/2022**

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

**Not Met**

**Finding**

290-2-3-.12(1) requires the Home to provide a variety of age-appropriate toys, books and play equipment and materials. It was determined based on observation there was not a variety of toys, books, and play equipment.

**POI (Plan of Improvement)**

The Home Provider will secure a variety of appropriate equipment.

**Correction Deadline: 10/18/2022**

**Finding**

290-2-3-.12(9) requires that toys be stored on low, open shelves and easily accessible to children in each room or assigned area. It was determined based on observation that the toys for the children were put away and were inaccessible to the children.

**POI (Plan of Improvement)**

The Home Provider will rearrange the toys so that they are appropriately accessible to the children in care.

**Correction Deadline: 10/18/2022**

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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.

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**Children's Records**

**Records Reviewed: 8**

**Records with Missing/Incomplete Components: 0**

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met
Child # 6	Met
Child # 7	Met
Child # 8	Met

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

**Correction Deadline: 4/13/2022**

**Corrected on 10/18/2022**

**.08(1) - This citation was corrected on this date. The children's files were observed to be complete.**

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**Facility**

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

**Comment**

No hazards observed accessible to children on this date.

**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 well maintained.

**Food Service**

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

**Not Met**

**Defer**

290-2-3-.10(3)- Feeding time was not observed on this date.

**POI (Plan of Improvement)**

The Home will develop and implement a plan to obtain and post the completed feeding plan as part of the enrollment process and to have parents update the plans on a regular basis.

**Correction Deadline: 4/13/2022**

**Finding**

290-2-3-.10(4) requires that all baby bottles be clearly labeled with the individual child's name. Formula or breast milk shall be supplied by the Parent daily in bottles. Only the current day's formula or breast milk shall be served. Bottles shall be refrigerated at a temperature of forty (40) degrees Fahrenheit or less. If formula must be provided by the Home, only commercially prepared, ready-to-feed formula shall be used. Refrigerated or frozen breast milk shall only be heated or thawed under warm running water or in a container of warm water. It was determined based on observation that staff used a microwave to warm a child's bottle.

**POI (Plan of Improvement)**

The Home will ensure that requirements for bottles, formula and breast milk are followed and will ensure that feeding procedures are met.

**Correction Deadline: 10/18/2022**

**Health and Hygiene**

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

**Not Met**

**Comment**

Staff state proper knowledge of hand washing and hygiene procedures.

**Finding**

290-2-3-.11(1)(i) requires that personnel shall wash their hands with liquid soap and warm running water: immediately before and after each diaper change; immediately upon the first Child's arrival in the Home for care and upon re-entering the Home after outside play; before and after dispensing oral medications and applying topical medications, ointments, creams or lotions, handling and preparing food, eating, drinking, preparing bottles, feeding or assisting children with eating and drinking; after toileting or helping children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids such as, but not limited to, mucus, saliva, vomit or blood, and after contamination by any other means. It was determined based on observation that staff did not wash hands after handling bodily fluids.

**POI (Plan of Improvement)**

To ensure proper hygiene, all Staff shall wash their hands with liquid soap and warm running water as required.

**Correction Deadline: 10/18/2022**

**Finding**

290-2-3-.11(1)(j) requires children’s hands to be washed with liquid soap and warm running water: immediately upon arrival for the day and re-entering the child care area after outside play; before and after eating meals and snacks, handling or touching food, and playing in water; after toileting and diapering, playing in sand, touching animals or pets, contact with bodily fluids such as, but not limited to, mucus, saliva, vomit or blood, and after contamination by any other means. It was determined based on observation that a child did not wash hands upon arrival for care.

**POI (Plan of Improvement)**

To ensure proper hygiene, all children will wash their hands with liquid soap and warm running water as required.

**Correction Deadline: 10/18/2022**

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

**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 Discipline(CR)** **Met**

**Comment**

Pleasant interactions observed between the provider and children in care.

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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)** **Not Met**

**Finding**

290-2-3-.21(1)(a) requires the Home to ensure that the Provider, every actual and potential Employee(including residents age 17 and older) and Provisional Employee of the Family Child Care Learning Home has submitted both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on observation that staff member #1 and staff member #2 did not submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Home will submit all applications to ensure that every actual and potential Provider, Employee and Provisional Employee of a Family Child Care Learning Home submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The provider must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Home will submit all applications for residents to ensure the CRC rules are maintained.

**Correction Deadline: 10/18/2022**

**Finding**

290-2-3-.21(1)(c) requires every Employee to have a current and valid satisfactory Comprehensive Records Check Determination on file prior to being present at the Home while any child is present for care or before residing in the Home if age 17 or older. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that staff member #1 and staff member #2 did not have a current and valid comprehensive records check determination as required.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Home will submit all residents applications to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Home while any child is present for care or before an individual age 17 or older resides in the Home. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The provider must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Home will keep track of expiration dates to ensure the CRC rules are maintained.

**Correction Deadline: 10/18/2022**

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

**Not Met**

**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 staff files that staff #3 and staff #4 obtained an online only CPR training certificate when both the hands on and skills evaluation were required.

**POI (Plan of Improvement)**

The Home will obtain the required CPR and first aid training and will keep certificates, cards, or other proof of training on file. The Home will submit proof of training to the Department, if requested. The Home will ensure that there is always a Staff person on the Home's premises and on any field trip whenever any Child is present.

**Correction Deadline: 10/28/2022**

**Recited on 10/18/2022**

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staff:Child Ratios and Supervision**

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

**Met**

**Comment**

Appropriate ratios were observed on this date.

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

**Met**

**Comment**

Adequate supervision observed on this date.