





Please refer to the website, <http://www.dec.state.ga.us/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



### 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)

\_\_\_\_\_  
Patricia Jones, Program Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Debrik Perry, 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:** 6/22/2022 **VisitType:** Licensing Study

**Arrival:** 10:45 AM

**Departure:** 11:50 AM

**FR-000011676**

**Jones, Patricia A**

608 PINE GLEN DRIVE Albany, GA 31705 Dougherty County  
(229) 894-3813 PAT8480@MCHSI.COM

**Mailing Address**

608 PINE GLEN DRIVE  
ALBANY, GA 31705

**Regional Consultant**

Debrik Perry

Phone: (478) 599-9821

Fax: (478) 314-5864

debrik.perry@dec.al.ga.gov

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**

Currently the provider is not caring for infants. (This rule was not evaluated on this date)

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

**Met**

**Comment**

Home does not provide swimming activities.

**Children's Records**

**Records Reviewed: 5**

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

Child # 1

Met

Child # 2

Met

Child # 3

Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2)

Child # 4

Met

Child # 5

Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2)

**290-2-3-.08 Children's Records****Not Met****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 review of records that two of five enrolled children did not have an immunization record 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: 6/29/2022****Recited on 6/22/2022****290-2-3-.08 Parental Authorization(CR)****Met****Comment**

Parent authorizations obtained/completed.

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

Home observed complete emergency drills

**Comment**

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

**290-2-3-.13 Physical Plant-Structural/Mechanical(CR)****Not Met****Finding**

290-2-3-.13(1) requires that the Home be clean and free from hazards. It was determined based on observation that children had access to a plastic shopping bag and a small, folded rug which posed a tripping hazard in the main day care area.

**POI (Plan of Improvement)**

To ensure the cleanliness and safety of the environment, the Home Provider will make hazardous items inaccessible to the children.

**Correction Deadline: 6/22/2022****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 children had access to an overgrowth of vines and shrubbery on the right side of the playground gate.

**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: 7/2/2022**

**Finding**

290-2-3-.13(2)(d) requires that outside play areas be protected from traffic or other hazards by fencing or other barriers at least four feet in height and approved by the Department. Fencing material shall not present a hazard to children. A fence shall be provided around swimming pools to make them inaccessible when not in use. It was determined based on observation that there was a five-inch gap at the bottom of the fence at the front entrance of the playground. It was further determined that there was a nine-inch opening at the top of the fence on the left side of the playground.

**POI (Plan of Improvement)**

The Home will enclose the outside play area(s) with a four-foot high fence or other Department-approved barrier and inspect regularly to ensure fencing material is safe and any hazards identified are repaired or replaced. The Home will install or repair a fence around swimming pools that makes them inaccessible to children.

**Correction Deadline: 6/22/2022**

**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**

There are no diapered children currently enrolled in the program.

**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**

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

**Safety and Discipline**

**290-2-3-.11 Animals Not Met**

**Finding**

290-2-3-.11(1)(n) requires pets in the Home be properly vaccinated in accordance with the requirements of the local county Boards of Health. Unconfined pets shall not be permitted in child care areas when any Child is present except for supervised learning experiences. It was determined based on a review of records that the pet in the home had vaccination records which expired on January 14, 2019.

**POI (Plan of Improvement)**

The Home will ensure that all animals are properly vaccinated and that unconfined animals are not allowed in child care areas.

**Correction Deadline: 6/22/2022**

---

**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 First Aid Kit** **Met**

**Comment**

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

---

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

**Comment**

The provider does not provide routine transportation.

---

<b>Staff Records</b>
----------------------

---

---

**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 on August 27, 2021.

**Comment**

Criminal records checks were observed to be complete.

---

**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 files that the provider did not have a current CPR and First Aid certification.

**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: 7/22/2022**

---

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Finding**

290-2-3-.07(9) requires that every calendar year, after the first year of employment the Provider, and any Provisional Employees or and Employees, shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department- approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, record keeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained in the Home by the Provider, as required by these rules. It was determined based on a review of files that the provider did not complete the 10 hours of annual training for 2021.

**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. The consultant discussed online training resources with the provider during the virtual visit on this date.

**Correction Deadline: 6/22/2022**

**Recited on 6/22/2022**

**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.