



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)

Lucy Hernandez, Program Official

Date

Lynn Schnitzer, 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: 4/6/2022 **VisitType:** Licensing Study **Arrival:** 9:00 AM **Departure:** 10:15 AM

FR-0000670714

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Met

Comment

During the virtual walk-through, the consultant observed a variety of equipment and toys.

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

Met

Comment

Provider stated knowledge of safe sleep practices.

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

Met

Comment

Home does not provide swimming activities.

Children's Records

Records Reviewed: 2

Records with Missing/Incomplete Components: 2

Child # 1

Not Met

"Missing/Incomplete Components"

Physician & Emergency Contact Information - (.08)(1),Emergency Medical Authorization - (.08)(3),Allergy/Medical Information - (.08)(4),Release Person Information - (.08)(10)

Child # 2

Not Met

"Missing/Incomplete Components"

Physician & Emergency Contact Information - (.08)(1),Emergency Medical Authorization - (.08)(3),Allergy/Medical Information - (.08)(4),Release Person Information - (.08)(10)

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 five records for five enrolled children did not include the name, address and telephone number of the children's physician, emergency contacts, and persons to whom the Child may be released.

POI (Plan of Improvement)

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

Correction Deadline: 4/6/2022

Correction Deadline: 12/2/2021

Corrected on 4/6/2022

.08(2) - The previous citation was observed to be corrected. Provider submitted evidence of age-appropriate immunizations for all enrolled children. Consultant discussed with provider that immunization forms for two enrolled children will be expiring this month and that the provider has 30 days from the date of expiration to obtain current forms.

Finding

290-2-3-.08(4) requires the Home to maintain a file for each Child that includes known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which would limit the Child's participation in the program. It was determined based on a review of records that five records for five enrolled children did not include information regarding children's known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which would limit children's participation in the program.

POI (Plan of Improvement)

The Home Provider will secure and maintain the missing Child's health information.

Correction Deadline: 4/6/2022

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 the provider did not have parental authorization for emergency medical care for five of five enrolled children.

POI (Plan of Improvement)

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

Correction Deadline: 4/6/2022

Facility

290-2-3-.11 Physical Plant - Safe Environment(CR)**Not Met****Finding**

290-2-3-.11(2)(a) requires the Home to have a written plan for handling emergencies, including but not limited to fire, severe weather, loss of electrical power or water, and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the Home. The Home will have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, continuity of operations, accommodation of infants and toddlers, children with disabilities, and children with chronic medical conditions. No Home personnel shall impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals. It was determined based on a review of records that the provider did not have a written plan for handling emergencies on file and available for review.

POI (Plan of Improvement)

The Home Provider will complete a written plan for emergencies.

Correction Deadline: 4/16/2022**Comment**

Home observed complete emergency drills

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 the following hazardous items were accessible to the children receiving care:

- A tape dispenser and a bottle of correction fluid were observed sitting on a table located in the playroom.
- A plastic bag was observed to be tied to the handle of the stove located in the kitchen.

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: 4/6/2022**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)**Technical Assistance****Technical Assistance**

290-2-3-.13(1) - Consultant discussed with the provider to ensure area rugs are clean and free of stains.

290-2-3-.13 Playgrounds(CR)**Met****Comment**

Playground not observed on this date due to connectivity issues.

Food Service

290-2-3-.10 Food Service & Nutrition**Not Met****Comment**

CACFP Meal Pattern Requirements: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk 5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk 2 of 5 Components for snack Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers. The Crediting Handbook for the CACFP can be located on DECAL and USDA's website: DECAL <http://decal.ga.gov/CACFP/Handbook.aspx> USDA <http://www.fns.usda.gov/cacfp/cacfp-handbooks>

Comment

Consultant discussed USDA requirements with the provider.

Finding

290-2-3-.10(3) requires a signed written feeding plan for children less than one (1) year of age be obtained from Parent(s). Instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the main child care area and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined based on review of records that the provider did not have documentation of a feeding plan for one of one enrolled infant.

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: 4/6/2022

Health and Hygiene

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

Comment

Provider stated proper knowledge of hand washing and hygiene procedures.

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

Comment

Provider stated 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

A Virtual Visit was conducted due to the COVID-19 pandemic. Consultant observed two unrelated children present for pay on this date.

Safety and Discipline

290-2-3-.11 Animals Met

Comment

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

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

Comment

Age-appropriate discussion and/or redirection observed.

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

Comment

Consultant discussed with the provider to ensure first-aid kit contains all required items.

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

Comment

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**Met****Comment**

Annual training requirement and documentation observed.

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.