



Please refer to the website, <http://www.decal.ga.gov/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 New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: <https://qualityrated.decal.ga.gov/>
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@decal.ga.gov

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), e-mail the following information to CCSRefutations@decal.ga.gov.

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://decal.ga.gov/ChildCareServices/RefutationInformation.aspx>

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)

Deborah Russell Norris, Program Official

Date

Charlene Story, 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: 6/1/2021 **VisitType:** Licensing Study **Arrival:** 1:20 PM **Departure:** 2:45 PM

FR-52084**Russell Norris, Deborah**

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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**

Equipment and furniture observed to be properly secured.
A virtual visit was conducted on this date due to COVID-19 Pandemic.

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

Discussed SIDS and infant sleeping position.

Comment

Pleasant nap time environment observed.
A virtual visit was conducted on this date due to COVID-19 Pandemic.

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

Home does not provide swimming activities.

Children's Records**Records Reviewed: 4****Records with Missing/Incomplete Components: 0**

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met

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

Records were observed to be complete and well organized.
An Administrative Review was completed on this date due to COVID-19 Pandemic.

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

Parent authorizations obtained/completed.
An Administrative Review was completed on this date due to COVID-19 Pandemic.

Facility

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

Home observed complete emergency drills
A virtual visit was conducted on this date due to COVID-19 Pandemic.

290-2-3-.13 Physical Plant-Structural/Mechanical(CR)**Met****Comment**

The Home appears clean and free from hazards.
A virtual visit was conducted on this date due to COVID-19 Pandemic.

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

The outside area appears clean and well maintained.
A virtual visit was conducted on this date due to COVID-19 Pandemic.

Food Service

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

An Administrative Review was completed on this date due to COVID-19 Pandemic.

Health and Hygiene

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

A virtual visit was conducted on this date due to COVID-19 Pandemic. Proper hand washing of children and staff was discussed with the provider on this date.

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

The provider stated appropriate 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

Appropriate number of children observed in Family Child Care Learning Home this date.
A virtual visit was conducted on this date due to COVID-19 Pandemic.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Provider on this date.

290-2-3-.11 First Aid Kit

Met

Comment

Please replace or add missing or expired items in first aid kit.

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

Criminal records checks were observed to be complete.
An Administrative Review was completed on this date due to COVID-19 Pandemic.

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

Met

Comment

Evidence observed that the provider was certified in First Aid and CPR.
An Administrative Review was completed on this date due to COVID-19 Pandemic.

290-2-3-.07 Independent Contractors(CR)

Met

Comment

The facility does not currently have any independent contractors employed.

290-2-3-.07 Other Staff Direct Contact with Children(CR)

Met

Comment

The facility does not currently have any additional staff employed.

290-2-3-.07 Provisional Employees **Met**

Comment

Observed compliance with the local zoning authorities, fire safety agencies and local building authorities on this date.

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

Comment

Staff observed to be compliant with applicable laws and regulations. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on May 28, 2021.

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

Comment

Annual training requirement and documentation was observed for the year 2020. An Administrative Review was completed on this date due to COVID-19 Pandemic.

290-2-3-.07 Students-in-Training(CR) **Met**

Comment

The facility does not currently have any students-in-training employed.

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

Comment

The facility does not currently have any volunteers employed.

Staff:Child Ratios and Supervision

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

Comment

Appropriate ratios were observed on this date. A virtual visit was conducted on this date due to COVID-19 Pandemic.

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

Comment

Adequate supervision observed on this date. A virtual visit was conducted on this date due to COVID-19 Pandemic.