



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

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@dec.state.ga.us.

- 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://dec.state.ga.us/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)



Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

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

Mary Underwood, Program Official

Date

Brandi Mangino, 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: 2/15/2021 **VisitType:** Monitoring Visit **Arrival:** 9:30 AM **Departure:** 10:30 AM

FR-000003034

Underwood, Mary S

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Technical Assistance

Technical Assistance

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.

Cleaning and disinfecting of equipment and toys were discussed.

Correction Deadline: 2/10/2021

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

Technical Assistance

Technical Assistance

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.

Safe Sleep requirements were discussed. Cleaning and disinfecting of mat/cots and cribs as well as cleaning of sheets was discussed. Mat/cots and cribs were observed during the virtual walk through.

Correction Deadline: 2/10/2021

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

Not Evaluated

Comment

Home does not provide swimming activities.

Facility

Technical Assistance

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.
Discussed keeping hazards inaccessible to children in care.

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.
Playground hazards discussed. Playgrounds observed during the virtual walk through.

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.
Discussed center licensing capacity.

Discussed cleaning of kitchen surfaces and storing of food and cleaning products.

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.
Diapering requirements discussed.

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.
Handwashing requirements discussed.

Discussed new required reporting requirements.

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.
Discipline was not Directly observed during the virtual walk through. Regulations regarding discipline were discussed.

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.
Safe Sleep requirements were discussed. Cleaning and disinfecting of mat/cots and cribs as well as cleaning of sheets was discussed. Mat/cots and cribs were observed during the virtual walk through.

Correction Deadline: 2/20/2021

Technical Assistance

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.
Consultant discussed keeping hazards in accessible to children in care.

Correction Deadline: 2/10/2021

Technical Assistance

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.
Playground hazards discussed. Playgrounds observed during the virtual walk through.

Correction Deadline: 2/10/2021

Food Service

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

Technical Assistance

Technical Assistance

Discussed new revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.

2.) Discussed new revision to restricted food rule which states: Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

3.) Please ensure the new updated infant feeding form is used. Discussed revision to the written feeding plans for children under the age of 1 years old. Age-appropriate solid foods (including cereal) shall not be given to infants or children less than one (1) year of age until recommended as developmentally appropriate by the child's primary care physician and indicated in writing by the Parent(s). As soon as the feeding plan indicates that a child is ready for solid foods, the child shall be fed from individual spoons and individual containers or dishes. A child shall not be fed directly from the original baby food container if the contents are to be fed to the child at more than one (1) meal or to more than one (1) child.

Correction Deadline: 2/10/2021

Health and Hygiene

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

Technical Assistance

Technical Assistance

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.

Handwashing requirements discussed.

Correction Deadline: 2/10/2021

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

Technical Assistance

Technical Assistance

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.

Diapering requirements discussed.

Correction Deadline: 2/10/2021

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

Not Evaluated

Comment

Per the provider no medication is currently dispensed

Licensure

290-2-3-.04 Application Requirements(CR)**Technical Assistance****Technical Assistance**

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.
Discussed center licensing capacity.

Correction Deadline: 2/10/2021

Policies and Procedures

290-2-3-.14 Required Reporting**Technical Assistance****Technical Assistance**

New required reporting requirements discussed.

Correction Deadline: 2/10/2021

Safety and Discipline

290-2-3-.11 Discipline(CR)**Technical Assistance****Technical Assistance**

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.
Discipline was not Directly observed during the virtual walk through. Regulations regarding discipline were discussed.

Correction Deadline: 2/10/2021

290-2-3-.11 Transportation(CR)**Not Evaluated****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

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

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.

Correction Deadline: 2/11/2021

Staff:Child Ratios and Supervision

Technical Assistance

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.
Staff:child ratio requirements were discussed.

Correction Deadline: 2/10/2021**Technical Assistance**

Discussed new revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.

Correction Deadline: 2/10/2021