



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

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

Jo Ann Leopard, Program Official

Date

Lajuana Williams, Consultant

Date



Bright from the Start Georgia Department of Early Care and Learning
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Findings Report

Date: 5/12/2020 **VisitType:** Licensing Study **Arrival:** 3:50 PM **Departure:** 4:50 PM

FR-000004230

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Technical Assistance

Technical Assistance

290-2-3-.12(5) - A Virtual Visit was conducted due to the COVID-19 pandemic. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on this date.

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

Technical Assistance

Technical Assistance

290-2-3-.19 - A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit. During the virtual walk through SIDS and infant sleeping position was discussed.

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

Technical Assistance

Technical Assistance

290-2-3-.07(19) - A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through there was no pool observed on the property and no swimming activities were provided.

Children's Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 1

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

Child # 5

Met

Child # 6

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 the observation of children records that records had expired in 1 of 6 records observed.

POI (Plan of Improvement)

The Home Provider will ensure that an up to date immunization record/signed affidavit is on file for each enrolled Child. The provider will ensure updated copies of records that expired during the pandemic will be obtained. Please continue to send reminders to parents.

Correction Deadline: 5/12/2020

Facility

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

Technical Assistance

Technical Assistance

290-2-3-.11(2)(f) - A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through storage of cleaning supplies and possible hazards were discussed.

Technical Assistance

290-2-3-.11(2)(h) - A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual through a working fire extinguisher and smoke detector was observed

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

Technical Assistance

Technical Assistance

290-2-3-.13(1) - A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through storage of cleaning supplies and possible hazards were discussed. There were no hazards observed to be accessible to the children this date. Sanitizing requirements were discussed with the Director/Provider on this date.

290-2-3-.13 Playgrounds(CR)

Technical Assistance

Technical Assistance

290-2-3-.13(2)(a) - A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through the playground area was observed and appeared to be in good repair

Food Service

290-2-3-.10 Kitchen Operations

Technical Assistance

Technical Assistance

290-2-3-.10(9) - A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through food storage was observed. Food was observed to be stored on shelving, separately from cleaning products.

Correction Deadline: 5/12/2020

Health and Hygiene

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

Technical Assistance

Technical Assistance

290-2-3-.11(1) - A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements were discussed with the Director/Provider on this date. Liquid soap and paper towels were observed accessible in the restroom area.

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

Technical Assistance

Technical Assistance

290-2-3-.11(1)(f) -A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Director/Provider on this date. During the virtual walk through the diapering was observed and the provider displayed proper knowledge of the rules and regulations.

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

Technical Assistance

Technical Assistance

290-2-3-.11(1)(d) - A Virtual Visit was conducted due to the COVID-19 pandemic. Per the provider medication was not dispensed.

Licensure

290-2-3-.04 Application Requirements(CR)

Technical Assistance

Technical Assistance

290-2-3-.04(1)(d) -A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through an appropriate number of children observed in Family Child Care Learning Home this date, in that five children were observed to be present.

Safety and Discipline

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

Technical Assistance

Technical Assistance

290-2-3-.11(3) - 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 Director/Provider on this date.

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

Technical Assistance

Technical Assistance

290-2-3-.11(2)(j) .A Virtual Visit was conducted due to the COVID-19 pandemic. 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**

Please be mindful of training expiration dates.

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

290-2-3-.07(27) - 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 12, 2020.

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

Complete Health and Safety Orientation training observed.

Comment

Annual training requirement and documentation observed.

Staff:Child Ratios and Supervision

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

290-2-3-.07(18) - A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through appropriate ratio was observed.

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

290-2-3-.07(17) - A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through adequate supervision was observed