



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

Doris Mc Millan, Program Official

Date

Beth Houtz, Consultant

Date



Bright from the Start Georgia Department of Early Care and Learning
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Atlanta, GA 30334
Phone: (404) 657-5562 WWW.DECAL.GA.GOV

Findings Report

Date: 6/2/2020 **VisitType:** Licensing Study **Arrival:** 12:20 PM **Departure:** 1:20 PM

FR-000013522

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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

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. 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.

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

Met

Comment

Home does not provide swimming activities.

Children's Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met
Child # 6	Met

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

Records were observed to be complete and well organized.

Facility

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

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.

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

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.

Health and Hygiene

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

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

Staff state proper knowledge of diapering procedures. Hand washing and sanitizing requirements for diapering were discussed with the Director/Provider on this date. 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-.11 Medications(CR)**Met****Comment**

Per the provider no medication is currently dispensed

Licensure

290-2-3-.04 Application Requirements(CR)**Met****Comment**

Application requirements reviewed with the Provider 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

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)

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.

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

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

Not Met

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, recordkeeping, 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 records that the provider only had two training hours for the 2019 calendar year and not the required ten hours.

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 provider has already completed ten hours of annual training for the 2020 calendar year.

Correction Deadline: 7/2/2020

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

The Provider was observed directly supervising and being attentive to the needs of the children.