





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

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](mailto: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)



**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.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](mailto:qualityrated@decal.ga.gov)

Julia Mills, Program Official

Date

Connie Boatright, 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:** 11/4/2019 **VisitType:** Monitoring Visit **Arrival:** 10:10 AM **Departure:** 11:45 AM

**FR-0001380037**

**Mills, Julia A.**

913 CLYDE BOULEVARD Vidalia, GA 30474 Toombs County  
(912) 293-7931 JUDYMILLS1234@BELLSOUTH.NET

**Mailing Address**

913 CLYDE BOULEVARD  
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**Regional Consultant**

Connie Boatright

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connie.boatright@decal.ga.gov

The following information is associated with a Monitoring Visit:

### Activities and Equipment

**290-2-3-.09 Activities**

**Met**

**Comment**

The consultant observed a variety of age appropriate activities through out the providers child care room.

**Correction Deadline: 11/4/2019**

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

**Met**

**Comment**

Toys and equipment observed to be clean and safe from hazardous conditions.

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

**Not Met**

**Comment**

Discussed SIDS and infant sleeping position.

**Finding**

290-2-3-.19(2)(c) requires that infants shall only sleep in a safety approved crib or other equipment approved for infant sleep as described in 290-2-3-.19(1)(a) and shall not sleep in any other equipment, such as, but not limited to, a car safety seat, bouncy seat, highchair, or swing. Infants who arrive at the facility asleep or fall asleep in such equipment or on the floor shall be transferred to a safety approved crib or other equipment approved for infant sleep. It was determined based on observation that a three-old infant was sleeping in a baby swing for one hour and thirty - five minutes.

**POI (Plan of Improvement)**

The Home Provider will move infants who fall asleep in equipment other than a safety-approved crib such as a car safety seat, highchair or swing, or on the floor, to a safety-approved crib.

**Correction Deadline: 11/4/2019**

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

**Met**

**Comment**

Home does not provide swimming activities.

**Comment**

There is no pool on the property

**Children's Records**

**Records Reviewed: 5**

**Records with Missing/Incomplete Components: 0**

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

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

**Met**

**Comment**

Records were observed to be complete and well organized.

**Correction Deadline: 4/12/2019**

**Corrected on 11/4/2019**

**.08(11) - The previous citation was observed to be corrected on this date.**

**Comment**

The consultant observed five children to be present and five children to be signed in.

**Correction Deadline: 11/4/2019**

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

**Met**

**Comment**

Parent authorizations obtained/completed.

**Facility**

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

**Not Met**

**Correction Deadline: 4/12/2019**

**Corrected on 11/4/2019**

**.11(2)(c) - The consultant observed thoroughly documented fire and tornado forms.**

**Finding**

290-2-3-.11(2)(e) requires that clear glass doors be marked to avoid accidental impact. It was determined based on the consultant's observation that the glass door leading directly into and from the child care area is not marked. Additionally, five of five long, full length windows are not marked.

**POI (Plan of Improvement)**

The Home Provider will ensure that all clear glass doors are marked.

**Correction Deadline: 11/14/2019**

**Recited on 11/4/2019**

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

**Comment**

The Home appears clean and free from hazards.

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

**Comment**

The outside area appears clean and well maintained.

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**Food Service**

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

**Comment**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 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>

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**290-2-3-.10 Kitchen Operations** **Met**

**Comment**

The consultant observed the kitchen to be clean and organized.

**Correction Deadline: 11/4/2019**

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**Health and Hygiene**

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

**Comment**

Staff state proper knowledge of diapering procedures.

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

**Comment**

Staff state proper knowledge of diapering procedures.

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

**Comment**

Per the provider no medication is currently dispensed

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**Licensure**

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

**Comment**

Appropriate number of children observed in Family Child Care Learning Home this date.

## Policies and Procedures

### 290-2-3-.20 E-mail Contact Information

Met

#### Comment

The provider has a current email on file.

**Correction Deadline: 11/4/2019**

### 290-2-3-.06 Parental Access

Met

#### Comment

The consultant observed the parental access notice to be posted.

**Correction Deadline: 11/4/2019**

## 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

Pleasant interactions observed between the provider and children in care.

#### Comment

Age-appropriate discussion and/or redirection observed.

#### Comment

The provider and/or the home's employee were observed to maintain a positive learning environment 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

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

**Correction Deadline: 4/12/2019**

**Corrected on 11/4/2019**

**.07(5) - The previous citation was observed to be corrected on this date.**

#### Comment

Evidence observed that the provider was certified in First Aid and CPR.

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**290-2-3-.11 Prohibited Substances** **Met**

**Correction Deadline: 4/12/2019**

**Corrected on 11/4/2019**

**.11(1)(I) - The previous citation was observed to be corrected on this date. The consultant observed a No Smoking sign to be posted.**

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

**Comment**

Discussed staff qualifications and compliance with applicable laws and regulations.

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

**Correction Deadline: 5/2/2019**

**Corrected on 11/4/2019**

**.07(4) - The previous citation was observed to be corrected on this date. The staff member has completed Health and Safety and Orientation Training as required.**

**Correction Deadline: 4/12/2019**

**Corrected on 11/4/2019**

**.07(6) - The previous citation was observed to be corrected. The consultant observed the provider and one staff member to have 10 hours of annual training for 2019.**

<b>Staff:Child Ratios and Supervision</b>
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**290-2-3-.07 Staff:Child Ratios(CR)** **Met**

**Comment**

Appropriate ratios were observed on this date.

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

**Comment**

Adequate supervision observed on this date.