



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

Michelle Mcelwaney, Program Official

Date

April Brown, 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: 9/18/2018 **VisitType:** Licensing Study **Arrival:** 12:25 PM **Departure:** 2:40 PM

FR-0500062

McElwaney, Michelle L

605 WATERFORD LANE McDonough, GA 30253 Henry County
(770) 231-0283 McElwaneyMichelle@att.net

Mailing Address
Same

Regional Consultant

April Brown

Phone: (770) 357-5101
Fax: (770) 357-5102
april.brown@dec.al.ga.gov

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, as applicable. There were no children present on this date.

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

Comment

Discussed SIDS and infant sleeping position for the two infants enrolled. There were no children present on this date.

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

Comment

Home does not provide swimming activities.

Children's Records

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

Comment

Records were observed to be complete and well organized.

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

Comment

Parent authorizations obtained/completed.

Facility

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

Comment

Consultant discussed the new written emergency procedure plan for handling emergencies with the provider.

Correction Deadline: 9/28/2018

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

The Home appears clean and free from hazards.

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

Comment

The outside area appears clean and well maintained.

Food Service

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

Comment

Consultant discussed the new requirements for USDA Guidelines. 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://decals.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

Health and Hygiene

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

Comment

There were no children present on this date. 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. There were no diapered children present on this date.

290-2-3-.11 Medications(CR) **N/A**

Comment

The provider stated she does not administer or dispense medication; however, the provider has the proper paperwork. Consultant discussed medication procedures and paperwork.

Licensure

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

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

Safety and Discipline

290-2-3-.11 Animals
Met**Comment**

Appropriate vaccination records were available on this date. Bella, the cat's vaccinations will be due again on September 18, 2019. Joe, the dog's vaccinations will be due on February 11, 2019.

290-2-3-.11 Discipline(CR)
Met**Comment**

There were no children present during the time of the inspection. The provider stated that redirection is used for discipline.

290-2-3-.11 First Aid Kit
Met**Comment**

Complete first aid kit observed in the Family Child Care Learning Home

290-2-3-.11 Transportation(CR)
N/A**Comment**

The provider does not provide routine transportation.

Staff Records

290-2-3-.21 Criminal Records Check(CR)
Met**Comment**

Criminal records checks were observed to be complete.

Comment

Provider stated that there have been no new hires since last visit conducted on April 25, 2018.

290-2-3-.07 First Aid & CPR
Met**Comment**

Evidence observed that the provider was certified in First Aid and CPR which had an expiration date of November 28, 2019.

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

Staff observed to be compliant with applicable laws and regulations.

Comment

Annual training requirement and documentation observed to be completed on this date. The provider had 10 hours of annual approved training completed for 2017.

Staff:Child Ratios and Supervision

Comment

There were no children present during the time of the inspection. (This rule was not evaluated on this date)

Comment

There were no children present during the time of the inspection. (This rule was not evaluated on this date)