





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](mailto: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](mailto:qualityrated@dec.state.ga.us)

Ericka Baker, Program Official

Date

Stacey Foston, 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:** 8/4/2020    **VisitType:** Monitoring Visit    **Arrival:** 12:55 PM    **Departure:** 1:15 PM

**FR-14306**

**Baker, Ericka A**

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. A variety of equipment and toys was observed during the virtual visit.

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Discussed storage and cleaning of sleeping equipment with the Provider. A pleasant nap time environment was observed during the virtual walk through on this date.

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

**Comment**

Home does not provide swimming activities.

### Facility

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. An operable and appropriately sized fire extinguisher was observed in the home during the virtual walk through.

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. The Home appeared clean and free from hazards.

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**290-2-3-.13 Playgrounds(CR)****Technical Assistance****Technical Assistance**

290-2-3-.13(2)(c) - A Virtual Visit was conducted due to the COVID-19 pandemic. Discussed monitoring for loose fence boards near the gate at the front of the backyard.

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**Health and Hygiene**

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through on this date, hand washing supplies were observed at the sink. Discussed hand washing requirements with the Provider.

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

There are no diapered children currently enrolled in the program.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. The appropriate number of children were observed in Family Child Care Learning Home this date.

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**Safety and Discipline**

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**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. The Home's discipline policy and practices were discussed with the Provider.

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

The provider does not provide routine transportation.

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**Staff Records**

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**290-2-3-.21 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal records checks were observed to be complete.

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**290-2-3-.07 Provider Qualifications****Defer****Defer**

290-2-3-.07(2)-Due to the COVID-19 pandemic, the Provider is unable to have the CDA observation portion completed. This rule will be evaluated during the next visit.

**POI (Plan of Improvement)**

The Home will obtain and submit the necessary documentation for the Provider. The provider was given information about Decal Scholars

**Correction Deadline: 12/31/2019**

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

**Met**

**Comment**

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 July 16, 2020.

**Correction Deadline: 8/4/2020**

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

**Defer**

**Defer**

290-2-3-.07(9)-Annual training for the year 2019 was evaluated on February 25, 2020. Annual training for the year 2020 will be evaluated during the first visit in the new year.

**POI (Plan of Improvement)**

The Provider has started obtaining training hours for the year 2020. The Provider will complete the required hours of training by December 31, 2020.

**Correction Deadline: 12/31/2020**

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Appropriate ratios were observed during the virtual walk through.

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Adequate supervision was observed during the virtual walk through on this date.