



Please refer to the website, <http://www.dec.state.ga.us/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@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

Falisha Scott, Program Official

Date

Roslyn Williams, 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: 3/12/2019 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 2:50 PM **Departure:** 4:30 PM

FR-16491

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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 variety of equipment and toys were observed.

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

Met

Correction Deadline: 12/21/2018

Corrected on 3/12/2019

.19(1)b)3 - Previous citation corrected.

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

Met

Comment

There is no pool on the property

Facility

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

Not Met

Finding

290-2-3-.11(2)(f) requires that poisons, medicines, cleaning agents and other hazardous materials be in locked areas or inaccessible to children. It was determined based on observation that a container of Clorox Clean Up and other cleaning products were accessible to children in an unlocked cabinet under the sink in the children's bathroom.

POI (Plan of Improvement)

To ensure the safe storage of hazardous items, the Home Provider will make these items inaccessible to the children.

Correction Deadline: 3/12/2019

Recited on 3/12/2019

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

Comment

Please ensure that all potential hazards are kept out of the reach of children.

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

Correction Deadline: 12/20/2018

Corrected on 3/12/2019

.13(2)(a) - Previous citation corrected. The outdoor play area was clean and free of potential hazards.

Health and Hygiene

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

Comment

Staff were observed to remind children to wash hands.

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

Comment

Staff state proper knowledge of diapering procedures.

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

Comment

The Home does not administer medication.

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 Discipline(CR) **Met**

Comment

Pleasant interactions observed between the provider and children in care.

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**

Correction Deadline: 12/18/2018

Corrected on 3/12/2019

.21(1)(a) - Previous citation corrected. The Home had evidence of satisfactory Comprehensive Records Check on file for all staff.

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

Staff observed to be compliant with applicable laws and regulations.

290-2-3-.08 Staff Training**Not Met****Finding**

290-2-3-.08(14) requires that documentation of training be maintained in the Home and include the following: 1) title of training, 2) date of training, 3) number of clock hours obtained and 4) name(s) of trainers/sponsoring organizations. It was determined that documentation of training for 2018 was not available for review.

POI (Plan of Improvement)

The Home Provider will ensure that complete training information is on file.

Correction Deadline: 12/31/2019**Recited on 3/12/2019**

Staff:Child Ratios and Supervision

290-2-3-.07 Staff:Child Ratios(CR)**Not Met****Finding**

290-2-3-.07(12) requires the Home to ensure that the total number of Children unrelated to the Provider in the Family Child Care Learning Home, for pay or not for pay, cannot exceed six children, except during two designated hours approved by the Department. It was determined based on observation that the Home cared for eight unrelated children.

POI (Plan of Improvement)

The Home will reduce the number of unrelated children, both for pay and not for pay, so that the total number of unrelated children in care does not exceed the number of children as specified in these rules.

Correction Deadline: 3/22/2019

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

Adequate supervision observed on this date.