



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

Kayce Johnson, 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: 2/13/2019 **VisitType:** Licensing Study **Arrival:** 12:40 PM **Departure:** 2:10 PM

FR-17231

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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

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

Comment

Equipment and furniture observed to be properly secured, as applicable on this date.

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

Met

Comment

Discussed SIDS and infant sleeping position on this date.

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

N/A

Comment

There was no pool on the property. The Provider stated swimming activities were not provided on this date.

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 on this date.

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

Met

Comment

Parent authorizations obtained and observed to be completed on this date.

Facility

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

Met

Comment

Consultant observed the new written emergency plan posted in the home on this date.

Correction Deadline: 2/23/2019

Comment

An operable and appropriately sized fire extinguisher was observed in the home on this date.

Comment

Operable smoke detectors were observed as required in the home on this date.

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

Met

Comment

The Home appears clean and free from hazards on this date.

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

Not Met

Finding

290-2-3-.13(2)(a) requires that outdoor play areas be kept clean and free of hazards such as exposed sharp corners of concrete or equipment, rust and splinters on equipment, broken glass, open drainage ditches, holes and stagnant water. It was determined based on observation the "O" hooks on the swing set and pull handle bars were observed to be rusted.

POI (Plan of Improvement)

The Home will repair any and all identified outdoor hazards and will monitor playground daily or more often as needed to ensure that the Home's outdoor play area is kept clean and free of hazards. The Provider will replace rusted "O" hooks on the swing sets and pull handle bars.

Correction Deadline: 2/23/2019

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute as needed.

Food Service

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

Met

Comment

Consultant discussed the new USDA guidelines with the provider on this date. Children were served pizza, fruit, carrots and milk for lunch on this date.

Health and Hygiene

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

Comment

The provider was observed to remind children to wash hands on this date.

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

Comment

The Provider stated proper knowledge of diapering procedures on this date.

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

Comment

Discussed proper medication documentation and procedures; however the provider stated medication was not dispensed or administered on this date.

Licensure

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

Comment

Application requirements reviewed with the Provider on this date. Consultant observed the new 2019 license posted on this date.

Safety and Discipline

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

Comment

Appropriate vaccination records were available and observed to be complete on this date. Callie, the dog, completed vaccinations on September 18, 2018 which were observed to be complete for one year.

Comment

Callie, the dog was observed to be clean and appropriately caged on this date.

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

Comment

The provider was observed to maintain a positive learning environment on this date.

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

Comment

Complete first aid kit observed in the Family Child Care Learning Home on this date.

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

Comment

The provider stated she does not provide routine transportation on this date.

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 which was conducted on September 26, 2018.

Comment

Criminal records checks were observed to be complete on this date. Consultant discussed with the Provider the new criminal background check rules and regulations for National and Comprehensive letters on this date.

290-2-3-.07 First Aid & CPR

Met

Comment

Evidence observed that the provider was certified in First Aid and CPR with an expiration date of November 30, 2019 on this date.

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

Met

Comment

Staff observed to be compliant with applicable laws and regulations on this date.

290-2-3-.07 Staff Training

Met

Comment

Annual training for 2018 requirements and documentation was observed to be complete on this date.

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

Adequate supervision observed on this date.