



Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



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](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)

---

Tiffany Givens, Program Official

Date

---

Michelle Smith, 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:** 10/16/2020 **VisitType:** Licensing Study

**Arrival:** 8:30 AM

**Departure:** 10:30 AM

**FR-26203**

**Givens, Tiffany L**

3705 POINTE CIRCLE Fairburn, GA 30213 Fulton County  
(770) 774-0171 tcgivens98@gmail.com

**Mailing Address**

3705 POINTE CIRCLE  
FAIRBURN, GA 30213

**Regional Consultant**

Michelle Smith

Phone: (404) 478-8183

Fax: (678) 717-5636

michelle.smith@decal.ga.gov

The following information is associated with a Licensing Study:

### Activities and Equipment

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

**Met**

**Comment**

A Virtual Visit was conducted due to COVID-19 Consultant and the provider discussed toys and materials to enhance the learning environment. Consultant observed the FCCLH to be under renovation.

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

**Met**

**Comment**

A Virtual Visit was conducted due to COVID-19. Currently there are no children enrolled in the program. (This rule was not evaluated on this date)

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

**N/A**

**Comment**

There is no pool on the property

### Children's Records

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

**Met**

**Comment**

A Virtual Visit was conducted due to COVID-19. Records were discussed with the Provider on this date.

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

**Met**

**Comment**

A Virtual Visit was conducted due to COVID-19. Currently there are no children enrolled in the program. (This rule was not evaluated on this date)

### Facility

---

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

**Comment**

A Virtual Visit was conducted due to COVID-19. An operable and appropriately sized fire extinguisher was observed in the home this date.

**Comment**

A Virtual Visit was conducted due to COVID-19. Operable smoke detector(s) were observed as required in the home this date.

---

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

**Comment**

A Virtual visit was conducted due to COVID-19. No children are enrolled at this time.

---

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

**Comment**

A Virtual visit was conducted. There are no children currently enrolled. There is no pool on the property

---

**Food Service**

---

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

**Comment**

A Virtual Visit was conducted due to COVID-19. The Provider does not currently service food.

---

**Health and Hygiene**

---

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

**Comment**

A Virtual Visit was conducted to COVID-19. There were no children enrolled 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**

A Virtual Visit was conducted due to COVID-19. Currently there are no children enrolled in the program. (This rule was not evaluated on this date)

---

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

**Comment**

A Virtual visit was conducted due to COVID-19. Per the provider no medication is currently dispensed

---

**Licensure**

---

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

**Comment**

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 May 12, 2020. Application requirements reviewed with the Provider on this date.

---

**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**

A Virtual Visit was conducted due to COVID-19. Currently there are no children enrolled in the program. (This rule was not evaluated on this date)

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

A Virtual Visit was conducted due to COVID-19. A Complete first aid kit observed in the Family Child Care Learning Home

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

A Virtual Visit was conducted due to COVID-19. The provider does not provide routine transportation.

<b>Staff Records</b>
----------------------

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

Consultant observed one Home Provider and two (2) Home Residents to have valid Satisfactory Comprehensive Criminal Records Check Determination letters issued by the Department as required.

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

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 May 12, 2020.

<b>Staff:Child Ratios and Supervision</b>
---

**290-2-3-.07 Staff:Child Ratios(CR)****Met****Comment**

Currently there are no children enrolled in the program. (This rule was not evaluated on this date)

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

Currently there are no children enrolled in the program. (This rule was not evaluated on this date)