





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)

Debbian Clark, Program Official

Date

Ebony Kern, 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:** 1/7/2020    **VisitType:** Monitoring Visit    **Arrival:** 12:10 PM    **Departure:** 2:25 PM

**FR-26254**

**Clark, Debbian J**

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**Mailing Address**

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**Regional Consultant**

Ebony Kern

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ebony.kern@dec.al.ga.gov

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.

**Comment**

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

**Comment**

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

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

**Met**

**Comment**

Discussed SIDS and infant sleeping position.

**Correction Deadline: 8/21/2019**

**Corrected on 1/7/2020**

**.19(2) - Previous citation corrected. Both infants were asleep on their backs in their cribs.**

**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)**

**Met**

**Correction Deadline: 3/16/2019**

**Corrected on 1/7/2020**

**.11(2)(c) - Corrected previous citation. Provider had evidence of a completed fire/tornado/emergency preparedness form for 2019.**

**Comment**

Home observed complete emergency drills

**Comment**

An operable and appropriately sized fire extinguisher was observed 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.

**Health and Hygiene**

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

**Comment**

Proper hand washing observed throughout the Home.

**Correction Deadline: 8/21/2019**

**Corrected on 1/7/2020**

**.11(1)(j) - Previous citation corrected. Provider took children to wash hands after eating and toileting.**

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

**Comment**

The provider stated appropriate diapering procedures.

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

**Comment**

Per the provider no medication is currently dispensed

**Licensure**

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

**Comment**

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

**Safety and Discipline**

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

**Comment**

Pleasant interactions observed between the provider and children in care.

**Comment**

Age-appropriate discussion and/or redirection observed.

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

**Comment**

The provider does not provide routine transportation.

**Staff Records**

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

**Correction Deadline: 8/21/2019**

**Corrected on 1/7/2020**

**.21(1)(a) - Previous citation corrected. All residents had valid record of a Records Check Application on file.**

**Comment**

Criminal records checks were observed to be complete.

**Comment**

Provider provided one new file for a resident since last visit.

**Correction Deadline: 8/21/2019**

**Corrected on 1/7/2020**

**.21(1)(c) - Previous citation corrected. Provider had a Comprehensive Record Check Determination on file for all residents.**

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

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

**Correction Deadline: 3/16/2019**

**Corrected on 1/7/2020**

**.07(4) - Previous citation corrected. Provider had valid evidence of Health and Safety Orientation Training dated September 25, 2017.**

**Correction Deadline: 3/16/2019**

**Corrected on 1/7/2020**

**.07(6) - Consultant reviewed Provider's 2019 ten hours of annual training.**

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

**Comment**

Appropriate ratios were observed on this date.

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

**Comment**

Adequate supervision observed on this date.