



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



Important Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

Contact the Quality Rated help desk at 855-800-7747 or qualityrated@dec.state.ga.us for more information. Free technical assistance is available!

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), do the following:

- 1) Log into DECAL KOALA www.decalkoala.com with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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)

Janice Lee, Program Official

Date

Chrissy Miller, 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: 6/3/2022 **VisitType:** Licensing Study **Arrival:** 3:25 PM **Departure:** 4:20 PM

FR-26803

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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

A variety of equipment and toys were observed.

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

Met

Correction Deadline: 11/9/2021

Corrected on 6/3/2022

.19(2) - The consultant observed this rule to be corrected. A safe sleep environment was observed to be provided on this date.

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

Met

Comment

Home does not provide swimming activities.

Children's Records

Records Reviewed: 4

Records with Missing/Incomplete Components: 4

Child # 1

Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2),Physician & Emergency Contact Information - (.08)(1),Release Person Information - (.08)(10),Allergy/Medical Information - (.08)(4),Emergency Medical Authorization - (.08)(3)

Child # 2

Not Met

"Missing/Incomplete Components"

Physician & Emergency Contact Information - (.08)(1),Release Person Information - (.08)(10),Allergy/Medical Information - (.08)(4),Emergency Medical Authorization - (.08)(3)

Child # 3 Not Met

"Missing/Incomplete Components"

Allergy/Medical Information - (.08)(4),Release Person Information - (.08)(10),Physician & Emergency Contact Information - (.08)(1),Emergency Medical Authorization - (.08)(3)

Child # 4 Not Met

"Missing/Incomplete Components"

Allergy/Medical Information - (.08)(4),Physician & Emergency Contact Information - (.08)(1),Emergency Medical Authorization - (.08)(3)

290-2-3-.08 Children's Records**Not Met****Finding**

290-2-3-.08(1) requires the Home to have a current and updated record for each Child in care and for a period of one (1) year after each Child leaves. Such records shall include: identifying information (Child's name, birth date, Parent's name, home and business addresses, telephone numbers); name, address and telephone number of persons, including Child's physician, to contact in emergencies; and name, address, telephone numbers, relationship to Child and to Parent(s) and other identifying information of person(s) to whom the Child may be released. It was determined based on the consultant's review of records that two out of six records were missing the parent's work information, five out of six records were missing the addresses of person(s) to whom the Child may be released, and six out of six records were missing the Child's physician information.

POI (Plan of Improvement)

The Home Provider will obtain the missing information and maintain the Children's records as required.

Correction Deadline: 6/30/2022**Finding**

290-2-3-.08(2) requires the Home to maintain a file for each Child that includes evidence of age-appropriate immunizations or a signed affidavit against such immunizations; enrollment in the Home may not continue for more than 30 days without such evidence. It was determined based on the consultant's review of records that one out of six children was missing evidence of age-appropriate immunizations or a signed affidavit against such immunizations.

POI (Plan of Improvement)

The Home Provider will ensure that an immunization record/signed affidavit is on file for each enrolled Child.

Correction Deadline: 6/30/2022**Finding**

290-2-3-.08(4) requires the Home to maintain a file for each Child that includes known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which would limit the Child's participation in the program. It was determined based on the consultant's review of records that six out of six records were missing a statement regarding the known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which would limit the Child's participation in the program.

POI (Plan of Improvement)

The Home Provider will secure and maintain the missing Child's health information.

Correction Deadline: 6/30/2022

290-2-3-.08 Parental Authorization(CR)**Not Met**

Finding

290-2-3-.08(3) requires the Home to obtain Parental authorization at the time of a Child's enrollment for emergency medical care when the Parent is not available. It was determined based on the consultant's review of records that six out of six records were missing written Parental authorization to receive emergency medical care when the Parent is not available.

POI (Plan of Improvement)

The Home Provider will have authorization for emergency medical care completed by the Parent for Children enrolled.

Correction Deadline: 6/30/2022

Facility

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

Not Met

Finding

290-2-3-.11(2)(a) requires the Home to have a written plan for handling emergencies, including but not limited to fire, severe weather, loss of electrical power or water, and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the Home. The Home will have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, continuity of operations, accommodation of infants and toddlers, children with disabilities, and children with chronic medical conditions. No Home personnel shall impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals. It was determined based on the consultant's review of records that the Home did not have evidence of a written emergency plan for handling emergencies, as required.

POI (Plan of Improvement)

The Home Provider will complete a written plan for emergencies.

Correction Deadline: 6/30/2022

Technical Assistance

290-2-3-.11(2)(c) - Please use the updated document provided to conduct and document other safety drills for emergency situations. The program shall maintain documentation of the dates and times of these drills for two years.

Correction Deadline: 7/3/2022

Comment

An operable and appropriately sized fire extinguisher was observed in the home this date and discussed conducting annual inspections of the fire extinguisher.

Comment

Operable smoke detector(s) were observed as required in the home this date.

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

Met

Comment

The Home appeared clean and free from hazards.

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

Technical Assistance

Technical Assistance

290-2-3-.13(2)(a) - Discussed following the national playground guidelines for swing sets in regards to the number of swings per bay.

Correction Deadline: 6/13/2022

Food Service

Technical Assistance

290-2-3-.10(3) - Please ensure that a signed written feeding plan for children less than one (1) year of age is obtained from Parent(s) for all enrolled infants. Instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the main child care area and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies.

Correction Deadline: 6/3/2022

Comment

290-2-3-.10(8) - Please ensure that foods that are associated with young children’s choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe is not served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

Correction Deadline: 6/3/2022

Health and Hygiene

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

Comment

Staff state proper knowledge of hand washing and hygiene procedures.

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

Comment

The provider stated appropriate diapering procedures.

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

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. The consultant observed four children for pay present during the visit.

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) **N/A**

Comment

The provider does not provide routine transportation.

Staff Records

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

Comment

Criminal records checks were observed to be complete.

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

Comment

Evidence observed that the provider was certified in First Aid and CPR.

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

Comment

Staff observed to be compliant with applicable laws and regulations.

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

Comment

Annual training requirement and documentation observed for January 2021 to December 2021.

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.