



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

Adilakshne Ghatti, Program Official _____ Date

Octavia Humphrey, Consultant _____ Date

Shawnell Johnson, 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: 12/4/2018 **VisitType:** Licensing Study **Arrival:** 9:55 AM **Departure:** 1:15 PM

FR-35465

Ghatti, Adilakshne

10845 Glenhurst Pass Duluth, GA 30097 Fulton County
(678) 360-0169 sghatti@gmail.com

Mailing Address
Same

Regional Consultant

Octavia Humphrey

Phone: (770) 357-3234
Fax: (770) 357-3278
octavia.humphrey@decals.ga.gov

Joint with: Shawnell Johnson

The following information is associated with a Licensing Study:

Activities and Equipment

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

Met

Comment

Consultant observed toys and equipment to be clean and safe from hazardous conditions. Consultant left sample lesson plan templates for the Provider.

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

Met

Comment

Currently the provider is not caring for infants. (This rule was not evaluated on this date)

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

Met

Comment

Provider stated that the home does not provide swimming activities.

Children's Records

Records Reviewed: 4

Records with Missing/Incomplete Components: 2

Child # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
Immunization Form - (.08)(2)	
Child # 2	Met
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
Immunization Form - (.08)(2)	
Child # 4	Met

290-2-3-.08 Children's Records**Not Met****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 review of children's records that two of four children had expired immunization records on file on this date.

POI (Plan of Improvement)

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

Correction Deadline: 12/4/2018

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 Consultant's review of Children records that one of four children's did not have evidence of emergency/health information to be complete.

POI (Plan of Improvement)

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

Correction Deadline: 12/4/2018

Facility

290-2-3-.11 Physical Plant - Safe Environment(CR)**Not Met****Finding**

290-2-3-.11(2)(c) requires that documentation of drills required by these rules shall be maintained in the Home. The Home shall conduct drills for fire, tornado, and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Home shall maintain documentation of the dates and times of these drills for two years. It was determined based on Consultant's review of documentation that the last fire drill and test of smoke detector was conducted in August of 2018.

POI (Plan of Improvement)

The Provider will develop and implement a plan and schedule for conducting the required drills, completing the documentation, keeping the documentation on file for two years.

Correction Deadline: 1/3/2019

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

Consultant observed the Home to be clean and free from hazards.

290-2-3-.13 Playgrounds(CR)**Technical Assistance****Technical Assistance**

290-2-3-.13(2) - Consultant observed upper patio deck used for outdoor play. The provider stated that she does not use the backyard for outdoor play. Provider stated due to cold weather the children are not going outside per parents' request and will take the children outdoors when the winter temperature is comfortable for outdoor play. Consultant discussed with Provider to make repairs to lower screen door on patio deck and to remove debris such as but not limited to cob webs, pine cones, pine straws and/or litter before allowing children to use deck for outdoor play.

Food Service

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

Met

Comment

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk
5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk
2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://decal.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

Health and Hygiene

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

Met

Comment

Staff state proper knowledge of diapering procedures.

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

Met

Comment

Staff stated proper knowledge of diapering procedures.

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

Met

Comment

Provider stated that the center does not administer medication on this date.

Licensure

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

Met

Comment

Consultant observed appropriate number of children in Family Child Care Learning Home 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

Consultant observed the provider to maintain a positive learning environment on this date.

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

Consultant discussed with Provider to please add missing tweezers, thermometer, insect sting preparation, antibacterial ointment, triangular bandage and antiseptic in first aid kit.

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****Comment**

Consultant observed two of two Comprehensive Satisfactory Criminal records checks were to be completed on this date. Consultant printed copies of letters for the Provider to have a hard copy record in her home.

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

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

290-2-3-.07 Provider Qualifications**Technical Assistance****Technical Assistance**

290-2-3-.07(2) - Consultant observed 45 clock hours of CDA renewal course to be completed. Consultant discussed with Provider to contact Council for Professional Recognition to obtain CDA certificate. 1-800-424-4310

Correction Deadline: 12/4/2018

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**

Observed Health and Safety Training on this date..

Comment

Ten hours of annual training was observed complete on this date.

Staff:Child Ratios and Supervision

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

Consultant observed appropriate ratios on this date.

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

Consultant observed the Provider directly supervising and being attentive to the needs of the children.