





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)

Levet Miles, 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:** 3/28/2019    **VisitType:** Monitoring Visit    **Arrival:** 1:50 PM    **Departure:** 3:20 PM

**FR-50295**

**Miles, Levet**

419 Jodeco Court Stockbridge, GA 30281 Henry County  
(678) 698-4193 nbny@naturally4kids.com

**Mailing Address**  
Same

**Regional Consultant**

April Brown

Phone: (770) 357-5101  
Fax: (770) 357-5102  
april.brown@decal.ga.gov

The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

**Met**

**Comment**

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

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

**Not Met**

**Comment**

Discussed SIDS and infant sleeping position; however there were no infants enrolled on this date.

**Correction Deadline: 1/17/2019**

**Corrected on 3/28/2019**

**Correction of citation in that the provider had two mats for sleeping for children in care.**

**Finding**

290-2-3-.19(1)(b)1 requires that cots and mats shall be of sound construction and of sufficient size to accommodate comfortably the size and weight of the child. Mats must be in good repair, washable, covered with waterproof material and at least two inches (2") thick. It was determined based on observation the mats used for sleeping were not at least two inches thick as required.

**POI (Plan of Improvement)**

The Home Provider will purchase cots and mats that are at least two inches thick and meet requirements.

**Correction Deadline: 4/7/2019**

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

**N/A**

**Comment**

There is no pool on the property on this date. The provider stated swimming activities are not provided.

### Children's Records

**Records Reviewed: 2**

**Records with Missing/Incomplete Components: 0**

Child # 1

Met

Child # 2

Met

---

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

**Not Met**

**Finding**

290-2-3-.08(13) requires documentation for the care of children, related and unrelated, for whom no pay is received to include a notarized statement from the Parent(s) attesting to the non-pay status. It was determined based on observation the provider did not have the required signed and notarized documentation for two related / no-pay children in care.

**POI (Plan of Improvement)**

The Home Provider will obtain and maintain documentation.

**Correction Deadline: 4/1/2019**

**Facility**

---

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

**Met**

**Comment**

Consultant discussed the new written emergency plan with the provider on this date.

**Correction Deadline: 4/7/2019**

**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)**

**Met**

**Correction Deadline: 1/17/2019**

**Corrected on 3/28/2019**

**Correction of citation in that there were no playground hazards observed 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 appropriate diapering procedures. There were no diapered children enrolled on this date.

---

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

**N/A**

**Comment**

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

<b>Licensure</b>
------------------

---

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

**Met**

**Comment**

Appropriate number of children observed in Family Child Care Learning Home on this date. A current 2019 license was observed posted in the home on this date.

<b>Safety and Discipline</b>
------------------------------

---

**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 Transportation(CR)**

**N/A**

**Comment**

The provider does not provide routine transportation at this time.

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

---

**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 January 7, 2019.

**Comment**

Criminal records checks were observed to be complete 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.

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

---

**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.