



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

Robin Marzet, 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: 11/17/2020 **VisitType:** Licensing Study

Arrival: 11:00 AM

Departure: 2:00 PM

FR-9900108782

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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

Toys and equipment observed to be clean and safe from hazardous conditions. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on this date.

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

Met

Comment

Discussed SIDS and infant sleeping position on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

Correction Deadline: 3/10/2020

Corrected on 11/17/2020

Correction of citation in that the infant sheets were observed to be tight-fitted as required. The provider submitted pictures of corrections and reported the sheets were changed and or washed daily as required. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

N/A

Comment

Home does not provide swimming activities at this time per the provider. A Virtual Visit was conducted due to the COVID-19 pandemic.

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**Met****Correction Deadline: 3/12/2020****Corrected on 11/17/2020****Correction of citation in that the children's records were observed to be completed with the required information on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.**

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

Parent authorizations obtained and completed on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

Facility

290-2-3-.11 Physical Plant - Safe Environment(CR)**Met****Correction Deadline: 3/13/2020****Corrected on 11/17/2020****Correction of citation in that the provider completed a written emergency plan as required which was submitted to the Department via fax.**

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

The Home appears clean and free from hazards on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

The outside area appeared clean and well maintained on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

Food Service

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

Discussed the new menu / nutrition requirements with the provider on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

CACFP Meal Pattern Requirements: 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>

290-2-3-.10 Kitchen Operations**Not Evaluated****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 11/17/2020

Health and Hygiene

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

Comment

Hand washing requirements were discussed with the provider on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Comment

Hand washing and sanitizing requirements for diapering were discussed with the provider on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Comment

Per the provider no medication was currently dispensed at this time. A Virtual Visit was conducted due to the COVID-19 pandemic.

Licensure

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

Comment

Appropriate number of children observed in Family Child Care Learning Home on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

Policies and Procedures

290-2-3-.14 Required Reporting **Met**

Comment

Discussed the new required reporting rules with the provider on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

Correction Deadline: 12/17/2020

Safety and Discipline

290-2-3-.11 Animals **Met**

Comment

The Family Child Care Learning Home does not keep animals on premises at this time per the provider. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the provider on this date.

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

Comment

The provider does not provide routine transportation at this time. A Virtual Visit was conducted due to the COVID-19 pandemic.

Staff Records

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 the last visit which was completed on March 10, 2020. A Virtual Visit was conducted due to the COVID-19 pandemic.

Comment

Criminal records checks were observed to be complete on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Comment

Evidence observed that the provider was certified in First Aid and CPR with a completion date of May 5, 2019.

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. Consultant discussed requirements with the provider regarding compliance with the Executive Order issued on August 15, 2020.

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

Correction Deadline: 12/31/2020

Corrected on 11/17/2020

Correction of citation in that the provider completed 10 hours of annual training for current year 2020.

Staff:Child Ratios and Supervision

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

Comment

Appropriate ratios were observed on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Comment

Adequate supervision observed on this date. Consultant discussed with the provider new BFTS rules regarding supervision during meal times. A Virtual Visit was conducted due to the COVID-19 pandemic.