



Please refer to the website, <http://www.dec.state.ga.us/CCS/RulesAndRegulations.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)

Faith Barnett, 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: 10/3/2022 **VisitType:** Licensing Study

Arrival: 1:35 PM

Departure: 3:15 PM

FR-39891

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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

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

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

Met

Comment

Discussed SIDS and infant sleeping position with the provider on this date.

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

N/A

Comment

Home does not provide swimming activities.

Children's Records

Records Reviewed: 7

Records with Missing/Incomplete Components: 6

Child # 1

Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2),Dad Work # Missing -(.08)(1),Mom Work # Missing -(.08)(1),Infant Feeding Plan - (.10)(4)

Child # 2

Not Met

"Missing/Incomplete Components"

Dad Work # Missing -(.08)(1),Physician & Emergency Contact Information - (.08)(1),Immunization Form - (.08)(2)

Child # 3

Not Met

"Missing/Incomplete Components"

Physician & Emergency Contact Information - (.08)(1)

Child # 4 Met

Child # 5 Not Met

"Missing/Incomplete Components"

Dad Work # Missing -(.08)(1),Mom Work # Missing -(.08)(1),Physician & Emergency Contact Information - (.08)(1),Immunization Form - (.08)(2)

Child # 6 Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2)

Child # 7 Not Met

"Missing/Incomplete Components"

Immunization Form - (.08)(2)

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 a review of records four children's files were incomplete as they were missing the parent's work name, address, phone number, physician's information and/or emergency contact information.

POI (Plan of Improvement)

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

Correction Deadline: 10/10/2022

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 a review of records three children enrolled did not have up to date immunizations or a signed affidavit against such immunizations as required.

POI (Plan of Improvement)

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

Correction Deadline: 10/10/2022

Facility

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

Met

Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

Comment

An operable and appropriately sized fire extinguisher was observed in the home on this date.

Comment

Operable smoke detector(s) 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**

Comment

The outside area appears clean and well maintained on this date.

Health and Hygiene

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

Comment

Proper hand washing observed throughout the Home on this date.

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

Comment

The provider stated appropriate diapering procedures on this date.

290-2-3-.11 Medications(CR) **Not Evaluated**

Comment

Discussed proper medication documentation and procedures with the provider; however, at this time no children were administered medication per the provider.

Licensure

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

Comment

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

Safety and Discipline

290-2-3-.11 Animals **N/A**

Comment

The Family Child Care Learning Home does not keep animals on premises.

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

Comment

Age-appropriate discussion and redirection observed on this date.

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

Comment

Complete first aid kit observed in the Family Child Care Learning Home on this date.

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

Comment

The provider does not provide routine transportation at this time.

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 last visit which was completed on April 21, 2022.

Comment

Criminal records checks were observed to be complete on this date.

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

Met

Comment

Evidence observed that the provider was certified in First Aid and CPR with an expiration date of April 30, 2024.

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

Met

Comment

Provider observed to be compliant with applicable laws and regulations on this date.

290-2-3-.07 Staff Training

Met

Comment

Annual training requirement and documentation observed. The provider completed the 10 hour health and safety training on September 30, 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.