



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)

Cyncelia el-Shair, Program Official

Date

Connie Boatright, 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: 12/13/2022 **VisitType:** Licensing Study

Arrival: 11:15 AM

Departure: 2:00 PM

FR-53876

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The following information is associated with a Licensing Study:

Activities and Equipment

290-2-3-.09 Activities

Met

Comment

The consultant observed a variety of age appropriate activities throughout the provider's home.

Correction Deadline: 12/13/2022

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

Technical Assistance

Comment

Toys and equipment observed to be clean and safe from hazardous conditions.

Technical Assistance

290-2-3-.12(8) - The provider will ensure that there be table space available for each child to sit at without assistance. There also must be an appropriately sized chair or bench available for each child. During this visit ten chairs and table space was available when twelve children were present.

Correction Deadline: 12/13/2022

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

Not Met

Comment

Discussed SIDS and infant sleeping position.

Technical Assistance

290-2-3-.19(1)(b)1 - The provider will ensure 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 observed that one child mat in use was one inch thick where two inches are required. Additionally, a two-year-old child was sleeping on the sofa.

Correction Deadline: 12/23/2022

Finding

290-2-3-.19(2) requires that a Family Child Care Learning Home shall provide a safe sleep environment in accordance with American Academy of Pediatrics (AAP), Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials (ASTM) recommendations as listed in these rules for all infants and one-year-old children when placed for sleep in a safety approved crib or in any other type of equipment approved for infant sleep. Staff shall place an infant to sleep on the infant’s back unless the Parent has provided a physician’s written statement authorizing another sleep position for that particular infant that includes how the infant shall be placed to sleep and a time frame that the instructions are to be followed. When an infant can easily turn over from back to front and back again, Staff shall continue to put the infant to sleep initially on the infant's back, but allow the infant to roll over into his or her preferred positions and not re-position the infant. Sleepers, sleep sacks and wearable blankets that fit according to the commercial manufacturer’s guidelines and will not slide up around the infant’s face may be used when necessary for the comfort of the sleeping infant, however swaddling shall not be used unless the Home has been provided a physician’s written statement authorizing its use for a particular infant that includes instructions and a time frame for swaddling the infant. Staff shall not place objects or allow objects to be placed in or on the crib with an infant such as but not limited to toys, pillows, quilts, comforters, bumper pads, sheepskins, stuffed toys, or other soft items and shall not attach objects or allow objects to be attached to a crib with a sleeping infant such as but not limited to crib gyms, toys, mirrors and mobiles. It was determined based on observation that a sixteen month-old child was sleeping in a safety approved pack and play and had a blanket and pacifier strap attached to her clothing. Additionally, a one-year-old child was sleeping in a safety approved pack and play with a blanket.

POI (Plan of Improvement)

The Home Provider will ensure that safe sleep requirements for infants are followed as required.

Correction Deadline: 12/13/2022

Technical Assistance

290-2-3-.19(4) - The center director will ensure that if cots and mats are stored in the children's activity room or area, they shall be stored to prevent children's access to them and to allow maximum use of play space. When storage is available and used for the storage of cots and mats that allows the cots, mats and any bedding to be stored without touching any other cots, mats or bedding, the bedding may be left on the cot or mat. When such storage is not available for the cots and mats, each child's bedding shall be kept separate from other children’s bedding and stored in containers marked for individual use, such as, but not limited to, bins, cubbies, or bags. It was observed that five mats were being stored in the child area and were not covered as required.

Correction Deadline: 12/13/2022

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

Met

Comment

Home does not provide swimming activities.

Comment

There is no pool on the property

Children's Records

Records Reviewed: 13

Records with Missing/Incomplete Components: 6

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

Child # 5	Met
Child # 6	Not Met
<u>"Missing/Incomplete Components"</u>	
Immunization Form - (.08)(2)	
Child # 7	Not Met
<u>"Missing/Incomplete Components"</u>	
Dad Home # Missing -(.08)(1),Dad Work # Missing -(.08)(1),Immunization Form - (.08)(2)	
Child # 8	Not Met
<u>"Missing/Incomplete Components"</u>	
Immunization Form - (.08)(2)	
Child # 9	Not Met
<u>"Missing/Incomplete Components"</u>	
Immunization Form - (.08)(2)	
Child # 10	Met
Child # 11	Met
Child # 12	Met
Child # 13	Not Met
<u>"Missing/Incomplete Components"</u>	
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 review of all child files that one of thirteen files were missing the father's home and work information.

POI (Plan of Improvement)

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

Correction Deadline: 12/27/2022

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 review of all files that one of thirteen child files, enrolled more than thirty days, had no immunization form or signed affidavit against such immunization on file. Six additional child files had expired immunization forms on file.

POI (Plan of Improvement)

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

Correction Deadline: 12/27/2022

Technical Assistance

290-2-3-.08(9) - The provider will ensure that the Parent or person(s) authorized by the Parent or guardian to drop off and pick up the Child document each time the Parent or authorized person drops off and picks up the Child. The documentation shall include at least the following information: the date, the Child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person and shall be made available to the Department in printed or written form upon request. Twelve children were present and nine children were signed in.

Correction Deadline: 12/13/2022

290-2-3-.08 Parental Authorization(CR)

Met

Comment

Parent authorizations obtained/completed.

Facility

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

Not Met

Technical Assistance

290-2-3-.11(2)(c) - The provider will ensure 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.

Correction Deadline: 1/12/2023

Finding

290-2-3-.11(2)(f) requires that poisons, medicines, cleaning agents and other hazardous materials be in locked areas or inaccessible to children. It was determined based on observation that a toilet brush was being stored in the child bathroom and accessible to all children in care.

POI (Plan of Improvement)

To ensure the safe storage of hazardous items, the Home Provider will make these items inaccessible to the children.

Correction Deadline: 12/14/2022

Comment

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

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 appears clean and free from hazards.

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

Met

Comment

The outside area appears clean and well maintained.

Comment

Home does not provide swimming activities.

Comment

There is no pool on the property

Food Service

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

Met

Comment

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://dec.al.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

Proper hand washing observed throughout the Home.

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

Met

Comment

Proper diapering procedures observed.

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

Met

Comment

Per the provider no medication is currently dispensed

Licensure

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

Not Met

Finding

290-2-3-.04(1)(d) requires a person that provides care for more than six children for pay, related or unrelated, as defined in these rules, shall make application to the Department for a license to operate a Child Care Learning Center, except as provided in 290-2-3-.07(15). It was determined based on child head count and the provider's statement, that three one-year-old children, six two-year-old children and three three-year-old children were present. Eleven of the children were for pay and one of the children had a notarized, no-comp form on file.

POI (Plan of Improvement)

The Family Child Care Learning Home caring for more than six children shall reduce the number of children in care to six. The Family Child Care Learning Home will submit an application for a Child Care Learning Center and receive a license to operate from the Department before caring for more than six children, related or unrelated, for pay.

Correction Deadline: 12/13/2022

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

Age-appropriate discussion and/or redirection observed.

Comment

The provider and/or the home's employee were observed to maintain a positive learning environment on this date.

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

Comment

Complete first aid kit observed in the Family Child Care Learning Home

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 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

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.

Staff:Child Ratios and Supervision

290-2-3-.07 Staff:Child Ratios(CR) **Not Met**

Finding

290-2-3-.07(15) requires the Home to ensure that the total number of Children not Related to the Provider in the Family Child Care Learning Home, for pay or not for pay, cannot exceed six Children, except that a Provider may care for two additional children who are three years of age or older for two designated one hour periods daily upon approval approved by the Department. It was determined based on child head count and review of child files that three one-year-old children, six two-year-old children and three three-year-old children were present for a total of eleven children for pay and one child for no-pay.

POI (Plan of Improvement)

The Home will reduce the number of unrelated children, both for pay and not for pay, so that the total number of unrelated children in care does not exceed the number of children as specified in these rules.

Correction Deadline: 12/14/2022

Correction Deadline: 6/10/2022

Corrected on 12/13/2022

.07(17) - The previous citation was observed to be corrected.

Comment

Adequate supervision observed on this date.