



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), 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)




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 1 855-800-7747 or qualityrated@dec.state.ga.us for more information. Free technical assistance is available!

Charmain Swafford, Program Official

Date

Evelyn McBurse, 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: 3/2/2023 **VisitType:** Licensing Study **Arrival:** 10:45 AM **Departure:** 11:45 AM

FR-50741

Swafford, Charmain

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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

Discussed adding equipment and toys to enhance variety.

290-2-3-.19 Infant-Sleeping Safety Requirements(CR) **Not Evaluated**

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) **Not Evaluated**

Comment

Home does not provide swimming activities.

Children's Records

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

Comment

Records were observed to be complete and well organized.

Facility

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

Comment

Observed complete emergency drills.

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.

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

Comment

The outside area appears clean and well maintained.

Health and Hygiene

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

Comment

Provider stated proper knowledge of hand washing and hygiene procedures.

290-2-3-.11 Diapering Areas & Practices(CR) Not Evaluated

Comment

There are no diapered children currently enrolled in the program.

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

Comment

Per the provider, no medication is currently dispensed.

Licensure

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

Comment

Application requirements reviewed with the Provider on this date.

Safety and Discipline

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

Comment

Provider stated age-appropriate discussion and redirection as a form of discipline used.

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) Not Evaluated

Comment

The provider does not provide routine transportation.

Staff Records

290-2-3-.21 Criminal Records and Comprehensive Background Checks(CR) **Met**

Comment

Provider stated that there have been no new hires since last visit on August 23, 2022.

Comment

Satisfactory comprehensive criminal records checks were observed to be complete for provider and all residents on this date.

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 Evaluated**

Comment

There were no children present during the time of the inspection. (This rule was not evaluated on this date)

290-2-3-.07 Supervision(CR) **Not Evaluated**

Comment

There were no children present during the time of the inspection. (This rule was not evaluated on this date)