





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](mailto: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](http://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)

\_\_\_\_\_  
Felicia Doe, Program Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kelly Wilson, 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:** 6/6/2022    **VisitType:** Licensing Study    **Arrival:** 10:00 AM    **Departure:** 11:30 AM

**FR-39514**

**Doe, Felicia R**

1123 Dunwoody Drive Valdosta, GA 31601 Lowndes County  
(229) 251-5266 jonesfelicia240@yahoo.com

**Mailing Address**  
Same

**Regional Consultant**

Kelly Wilson

Phone: (770) 405-7928

Fax: (404) 591-4948

kelly.wilson@dec.al.ga.gov

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.

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

**Met**

**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)**

**Met**

**Comment**

Home does not provide swimming activities.

**Children's Records**

**Records Reviewed: 3**

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

Child # 1

Met

Child # 2

Met

Child # 3

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 that was not an enrollment record for child #3.

**POI (Plan of Improvement)**

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

**Correction Deadline: 6/6/2022**

**Comment**

Records were observed to be complete.

**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 that here was no immunization record for child #3.

**POI (Plan of Improvement)**

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

**Correction Deadline: 6/6/2022**

<b>Facility</b>
-----------------

**Finding**

290-2-3-.11(2)(h) requires at least one UL Approved smoke detector to be on each floor of the Home and such detectors to be maintained in working order. At least one 2-A:10-B:C fire extinguisher shall be kept in the child care area to be located no more than thirty feet from the kitchen. The extinguisher shall be maintained in working order and shall be inaccessible to the children. It was determined based on observation that the two smoke detectors in the home were not in working order as required.

**POI (Plan of Improvement)**

The home provider will ensure that a working smoke detector is on each floor and a working fire extinguisher is available in the child care area as required, and is maintained inaccessible to children.

**Correction Deadline: 6/16/2022**

**Comment**

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

**Technical Assistance**

In the main room, the kitchen and bathroom of the home the light fixtures were without a cover and had exposed light bulbs. The consultant discussed with the provider replacing the light fixture covers to protect the light bulbs from breaking and posing a hazard to children in care.

**Correction Deadline: 6/6/2022**

**Finding**

290-2-3-.13(1) requires that the Home be clean and free from hazards. It was determined based on observation that there were the following hazards.

-In the main room of the home the light fixture was without a cover and had an exposed light bulb.

-In the bathroom the light fixture over the sink was without a cover and a light bulb was exposed.

**POI (Plan of Improvement)**

To ensure the cleanliness and safety of the environment, the Home Provider will make hazardous items inaccessible to the children.

**Correction Deadline: 6/6/2022**

**Finding**

290-2-3-.13(1)(e) prohibits the use of multiple plugs and electric extension cords. Electrical outlets within reach of children shall be plugged or covered. It was determined based on observation that five electrical outlets were without the protective cover.

**POI (Plan of Improvement)**

The Home will not use multiple plugs and electric extension cords and will check regularly to ensure electrical outlets are plugged or covered.

**Correction Deadline: 6/6/2022**

---

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

**Met**

**Comment**

The consultant discussed with the provider that broken toys should be removed from the playground.

**Correction Deadline: 6/16/2022**

---

**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://decal.ga.gov/CACFP/Handbook.aspx> USDA <http://www.fns.usda.gov/cacfp/cacfp-handbooks>

---

**290-2-3-.10 Kitchen Operations**

**Not Met**

**Finding**

290-2-3-.10(14) requires that the Home have a designated space for storage of food and kitchen items. The area shall be kept clean and free of accumulation of dust, dirt, food particles and grease deposits. It was determined based on

**POI (Plan of Improvement)**

The Home will designate an area for the storage of these items, will ensure that it is clean and monitor for compliance.

**Correction Deadline: 6/6/2022**

**Finding**

290-2-3-.10(17) requires that garbage be stored in trash containers with lids and emptied and cleaned as needed. Areas around outdoor containers shall be kept clean. It was determined based on observation that the trash can was without a lid as required.

**POI (Plan of Improvement)**

The Home will provide trash containers with lids and will train staff to keep lids on containers. The Home will develop and follow a plan to empty and clean trash containers as needed, will provide the cleaning materials, and will monitor. It was determined [ ].

**Correction Deadline: 6/6/2022**

**Health and Hygiene**

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

**Comment**

Staff state proper knowledge of hand washing and hygiene procedures.

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

**Comment**

Staff state proper knowledge of diapering procedures.

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

**Comment**

Per the provider no medication is currently dispensed

**Licensure**

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

**Comment**

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

**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**

Pleasant interactions observed between the provider and children in care.

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

**Comment**

Please add missing protective eye wear in first aid kit.

**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**

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)** **Met**

**Comment**

Appropriate ratios were observed on this date.

---

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

**Comment**

The Provider was observed directly supervising and being attentive to the needs of the children.