





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](http://www.decalkoala.com) with the user id 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 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us) for more information. Free technical assistance is available!**

Arlentia Giddens, Program Official

Date

Roslyn Williams, Regional 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:** 7/17/2023 **VisitType:** Licensing Study **Arrival:** 11:20 AM **Departure:** 12:30 PM

**FR-00007828**

**Giddens, Arlenthia Y.**

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STONE MOUNTAIN, GA 30088

The following information is associated with a Licensing Study:

**Activities and Equipment**

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

**Met**

**Correction Deadline: 1/10/2023**

**Corrected on 7/17/2023**

**.12(5) - The previous citation was corrected. The consultant observed that the chair had been removed.**

**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)**

**N/A**

**Comment**

Home does not provide swimming activities.

**Children's Records**

**Records Reviewed: 7**

**Records with Missing/Incomplete Components: 1**

Child # 5

Not Met

"Missing/Incomplete Components"

Parents Names Missing -(08)(1), Mom Work # Missing -(08)(1), Release Person Information - (08)(10), Emergency Medical Authorization - (08)(3), Infant Feeding Plan - (.10)(4)

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

**Technical Assistance**

**Technical Assistance**

290-2-3-.08(2) - Documentation procedures were discussed with the Provider.

Correction Deadline: 7/17/2023

**Facility**

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

**Not Met**

**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 microwave was on a shelf and accessible to children.

**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: 7/17/2023**

**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 home was not equipped with a working smoke detector.

**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: 7/27/2023**

**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.

**Food Service**

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

**Technical Assistance**

**Technical Assistance**

290-2-3-.10(1) - Menu requirements were discussed with the Provider.

**Correction Deadline: 7/17/2023**

**Health and Hygiene**

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

**Not Met**

**Finding**

290-2-3-.11(1)(j) requires children's hands to be washed with liquid soap and warm running water: immediately upon arrival for the day and re-entering the child care area after outside play; before and after eating meals and snacks, handling or touching food, and playing in water; after toileting and diapering, playing in sand, touching animals or pets, contact with bodily fluids such as, but not limited to, mucus, saliva, vomit or blood, and after contamination by any other means. It was determined based on observation that staff did not wash children's hands after they transitioned from outdoor play.

**POI (Plan of Improvement)**

To ensure proper hygiene, all children will wash their hands with liquid soap and warm running water as required.

**Correction Deadline: 7/17/2023**

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

**Correction Deadline: 1/10/2023**

**Corrected on 7/17/2023**

.11(1)(f) - The previous citation was corrected. The consultant observed a nonporous surface for diapering.

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

**Comment**

Per the provider no medication is currently dispensed

**Licensure**

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**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 observation that the Provider cared for seven children for pay on this date.

**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: 7/17/2023**

**Recited on 7/17/2023**

**Safety and Discipline**

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

**Comment**

Age-appropriate discussion and/or redirection observed.

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

**Comment**

The provider does not provide routine transportation.

**Staff Records**

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

**Comment**

Criminal records checks were observed to be complete.

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staff:Child Ratios and Supervision</b>
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**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 observation that the Home cared for seven children not related to the Provider on this date.

**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: 7/27/2023**

**Comment**

Adequate supervision observed on this date.