

**Child Care Learning Centers
Updated Rule Changes (Effective 7/1/17)**

***Please note that not all rules in Chapter 591-1-1 for CCLC are listed; only those with changes to a different rule number and/or deletion are shown.**

Old Rule #	Old Rule Wording	New Rule #	New Rule Wording	Notes
591-1-1-.03(3)	(3) Opportunities for each child to make choices in a variety of activities shall be offered. A Child with Special Needs shall be integrated into the activities provided by the Center unless contraindicated medically or by written parental agreement.	591-1-1-.03(3) 591-1-1-.03(4)	(3) Opportunities for each child to make choices in a variety of activities shall be offered. (4) A Child with Special Needs shall be integrated into the activities provided by the Center unless contraindicated medically or by written parental agreement.	.03(3) was split into 2 rules. Part of .03(3) is now also .03(4).
591-1-1-.03(3)(a)1-11	(3)(a) Variety of Activities. Activities shall be planned for each group to allow for: 1. Indoor and outdoor play; 2. A balance of quiet and active periods; 3. A balance of supervised free choice and caregiver-directed activities; 4. Individual, small group and large group activities; 5. Large muscle activities, such as but not limited to, running, riding, climbing, balancing, jumping, throwing, or digging; 6. Small muscle activities, such as but not limited to, building with blocks or construction toys, use of puzzles, shapes, nesting or stacking toys, pegs, lacing, sorting beads, or clay; 7. Language experiences, such as but not limited to, listening, talking, rhymes, finger plays, stories, use of film strips, recordings or flannel boards; 8. Arts and crafts, such as but not limited to, painting, coloring, cutting, or pasting; 9. Dramatic play, such as but not limited to, play in a home center, with dolls, puppets, or dress up; 10. Rhythm and music, such as but not limited to, listening, singing, dancing, or making music; and 11. Nature and science experiences, such as but not limited to, measuring, pouring, activities related to the "world around us" such as nature walks, plants, leaves or weather or experiences in using the five senses through sensory play.	591-1-1-.03(5)(a-k)	(5) A variety of activities shall be planned for each group that include, but are not limited to: (a) Indoor and outdoor play; (b) A balance of quiet and active periods; (c) A balance of supervised free choice and caregiver-directed activities; (d) Individual, small group and large group activities; (e) Large muscle activities, such as but not limited to, running, riding, climbing, balancing, jumping, throwing, or digging; (f) Small muscle activities, such as but not limited to, building with blocks or construction toys, use of puzzles, shapes, nesting or stacking toys, pegs, lacing, sorting beads, or clay; (g) Language experiences, such as but not limited to, listening, talking, rhymes, finger plays, stories, use of film strips, recordings or flannel boards; (h) Arts and crafts, such as but not limited to, painting, coloring, cutting, or pasting; (i) Dramatic play, such as but not limited to, play in a home center, with dolls, puppets, or dress up; (j) Rhythm and music, such as but not limited to, listening, singing, dancing, or making music; and (k) Nature and science experiences, such as but not limited to, measuring, pouring, activities related to the "world around us" such as nature walks, plants, leaves or weather or experiences in using the five senses through sensory play.	.03(3)(a)1-11 was renumbered to be .03(5)(a-k).
591-1-1-.03(3)(b)	(b) Activities for Children Under Three. Children less than three (3) years of age shall not spend more than one-half (1/2) hour of time consecutively in confining equipment, such as swings, highchairs, jump seats, carriers or walkers. Children shall use such equipment only when they are awake. Such children shall be allowed time to play on the floor daily. Infants shall have supervised tummy time on the floor daily when they are awake.	591-1-1-.03(6)	(6) Activities for Children Under Three. Children less than three (3) years of age shall not spend more than one-half (1/2) hour of time consecutively in confining equipment, such as swings, highchairs, jump seats, carriers or walkers. Children shall use such equipment only when they are awake. Such children shall be allowed time to play on the floor daily. Infants shall have supervised tummy time on the floor daily when they are awake.	.03(3)(b) was renumbered to be .03(6).
591-1-1-.03(3)(c)	(c) Outdoor Activities. Outdoor activities shall be provided daily, weather permitting, in accordance with the following:	591-1-1-.03(7)	(7) Outdoor Activities. Outdoor activities shall be provided daily, weather permitting, in accordance with the following:	.03(3)(c) was renumbered to be .03(7).
591-1-1-.03(3)(c)1. 591-1-1-.03(3)(c)2.	1. Centers operating five (5) hours or more per day shall provide each child who is not an infant at least one and one-half (1 1/2) hours of outdoor activity per day. 2. Infants shall spend at least one (1) hour daily out of doors;	591-1-1-.03(7)(a)	(a) Centers operating five (5) hours or more per day shall provide each child who is not an infant at least one and one-half (1 1/2) hours of outdoor activity per day and infants shall spend at least one (1) hour daily outdoors.	.03(3)(c)1. was combined with .03(3)(c)2. and renumbered to be .03(7)(a).
591-1-1-.03(3)(c)3.	3. Centers operating less than five (5) hours per day shall provide a brief outdoor period for the children daily;	591-1-1-.03(7)(b)	(b) Centers operating less than five (5) hours per day shall provide a brief outdoor period for the children daily.	.03(3)(c)3. was renumbered to be .03(7)(b).
591-1-1-.03(3)(c)4.	4. A child may be excused from outdoor activities for a limited period of time if there is documentation that outdoor activity is medically contraindicated or there is an occasional written request by the parent that the child be excused from outdoor activities for a very limited amount of time because of special circumstances.	591-1-1-.03(7)(c)	(c) A child may be excused from outdoor activities for a limited period of time if there is documentation that outdoor activity is medically contraindicated or there is an occasional written request by the parent that the child be excused from outdoor activities for a very limited amount of time because of special circumstances.	.03(3)(c)4. was renumbered to be .03(7)(c).
591-1-1-.03(3)(d)1. 591-1-1-.03(3)(d)2. 591-1-1-.03(3)(d)3.	(d) Individual Attention. Personnel shall provide individual attention to each child as evidenced by: 1. Responding promptly to the child's distress signals and need for comfort. 2. Playing with and talking to the children. 3. Providing and assisting the child with personal care in a manner appropriate to the child's age level, i.e., providing the child privacy in dressing, diapering and toileting functions as the developmental age of the child dictates.	591-1-1-.03(8)	(8) Individual Attention. Personnel shall provide individual attention to each child. Examples include, but are not limited to: responding promptly to the child's distress signals and need for comfort; playing with and talking to the children; and providing and assisting the child with personal care in a manner appropriate to the child's age level, i.e., providing the child privacy in dressing, diapering and toileting functions as the developmental age of the child dictates.	.03(3)(d)1., .03(3)(d)2., and .03(3)(d)3. were all combined and renumbered to be .03(8).

591-1-1-.03(3)(e)	(e) Staff shall not engage in, or allow children or other adults to engage in, activities that could be detrimental to a child's health or well-being, such as but not limited to, horse play, rough play, wrestling, and picking up a child in a manner that could cause injury.	591-1-1-.03(9)	(9) Staff shall not engage in, or allow children or other adults to engage in, activities that could be detrimental to a child's health or well-being, such as but not limited to, horse play, rough play, wrestling, and picking up a child in a manner that could cause injury.	.03(3)(e) was renumbered to be .03(9).
591-1-1-.03(3)(f)	(f) Routines for Children. Personnel shall provide routines for toileting, eating, resting, napping (depending upon the age of the children), intervals between activities and doing school homework, if any. Staff shall assist and encourage each child to become independent in the development of self-help skills, such as washing hands and face, dressing, eating and toileting.	591-1-1-.03(10)	(10) Routines for Children. Personnel shall provide routines for toileting, eating, resting, napping (depending upon the age of the children), intervals between activities and doing school homework, if any. Staff shall assist and encourage each child to become independent in the development of self-help skills, such as washing hands and face, dressing, eating and toileting.	.03(3)(f) was renumbered to be .03(10).
591-1-1-.03(3)(f)1.	1. As they feel the need children shall be allowed to go to the toilet and get a drink of water.	591-1-1-.03(11)	(11) Children shall be allowed to go to the toilet and get a drink of water as they feel the need.	.03(3)(f)1. was renumbered to be .03(11).
591-1-1-.03(3)(f)2. 591-1-1-.03(3)(f)3.	2. Supervised nap or rest periods during the day shall be provided for children under five (5) years of age. Children who do not sleep during nap or rest periods shall not be required to remain lying down for more than one (1) hour. 3. Quiet activities for School-age Children and other children who are not asleep shall be provided.	591-1-1-.03(12)	(12) Supervised nap or rest periods during the day shall be provided for children under five (5) years of age. Children who do not sleep during nap or rest periods shall not be required to remain lying down for more than one (1) hour. Quiet activities for School-age Children and other children who are not asleep shall be provided.	.03(3)(f)2. was combined with .03(3)(f)3. and renumbered to be .03(12).
591-1-1-.03(3)(g)	(g) Schedules. A daily schedule for each group shall be developed to reflect routines and activities. Schedules shall be flexible but routinely followed to provide structure. The schedule must be posted in each group's room or area and made available to Parent(s) upon request.	591-1-1-.03(13)	(13) Schedules. A daily schedule for each group shall be developed to reflect routines and activities. Schedules shall be flexible but routinely followed to provide structure. The schedule must be posted in each group's room or area and made available to Parent(s) upon request.	.03(3)(g) was renumbered to be .03(13).
591-1-1-.03(3)(h) 591-1-1-.03(3)(h)1. 591-1-1-.03(3)(h)2. 591-1-1-.03(3)(h)3. 591-1-1-.03(3)(h)4.	(h) Media Activities. The use of entertainment media, such as television, videotaped programs or movies and video or computer games shall be limited to: 1. Television programs or computer software produced for the benefit of audiences comprised of young children; 2. "G"-rated movies, i.e., movies that have been rated by the motion picture industry as suitable for a general audience which includes young children, or movies that have not been rated but which have been fully previewed by the administrator who has determined that the movies were produced for the benefit of young children and are appropriate for viewing by young children; Written parental permission stating the name of the movie must be obtained for each child to view a PG rated movie. Alternate activities must be provided for any child not having parental permission. 3. No more than two (2) hours daily per child or group; 4. Provided only at times when alternative activities are available for children who choose not to participate.	591-1-1-.03(14)	(14) Media Activities. The use of entertainment media, such as television, videotaped programs or movies and video or computer games shall be limited to: no more than two (2) hours daily per child or group and shall be provided only at times when alternative activities are available for children who choose not to participate. Entertainment media shall be age-appropriate in accordance with the Entertainment Software Rating Board (ESRB) and the Motion Picture Association of America (MPAA).	.03(3)(h) was combined with .03(3)(h)1.-4. and was renumbered to be .03(14).
591-1-1-.03(3)(i)	(i) Evening Activities. During evening and night-time care, activities shall be provided based on children's ages, hours of care and length of time in care. Quiet activities and experiences shall be available immediately prior to bedtime.	591-1-1-.03(15)	(15) Evening Activities. During evening and night-time care, activities shall be provided based on children's ages, hours of care and length of time in care. Quiet activities and experiences shall be available immediately prior to bedtime.	.03(3)(i) was renumbered to be .03(15).
591-1-1-.08(a-f)	A Center must maintain a file for each child while such child is in care at the Center and for a period of one (1) year after such child is no longer in care at the Center. The file shall contain the following: (a) Identifying information about the child to include: name, date of birth, sex, address, living arrangement if not with both Parents, name of school, if applicable; (b) Identifying information about the Parent(s) to include: names of both Parents, if applicable, home and work addresses, and home and work telephone numbers; (c) Name(s) and addresses of the person(s) to whom the child may be released. Such information shall contain the authorized person's address, telephone numbers, relationship to child and to Parent(s), and other identifying information; (d) Identifying information about the person(s) to contact in emergencies when the Parent cannot be reached to include name(s) and telephone number(s); (e) Identifying information about the child's primary source of health care to include physician's or clinic's name and telephone number; (f) Statement regarding known allergies or other physical problems, mental health disorders, mental retardation or developmental disabilities which would limit the child's participation in the Center's program and activities.	591-1-1-.08(1)	(1) A Center must maintain a file for each child while such child is in care at the Center and for a period of one (1) year after such child is no longer in care at the Center. In order for the file to be complete, the file shall contain the following: identifying information about the child to include: name, date of birth, sex, address, living arrangement if not with both Parents, name of school, if applicable; identifying information about the Parent(s) to include: names of both Parents, if applicable, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released. Such information shall contain the authorized person's address, telephone numbers, relationship to child and to Parent(s), and other identifying information; identifying information about the person(s) to contact in emergencies when the Parent cannot be reached to include name(s) and telephone number(s); identifying information about the child's primary source of health care to include physician's or clinic's name and telephone number; and a statement regarding known allergies or other physical problems, mental health disorders, mental retardation or developmental disabilities which would limit the child's participation in the Center's program and activities.	.08(a-f) was combined and renumbered to be .08(1).
591-1-1-.08(g)	(g) Evidence of age-appropriate immunizations or a signed affidavit against such immunizations. The items shall be maintained for each child enrolled in the Center on a form approved by the Department, and no child shall continue enrollment in the Center for more than thirty (30) days without such evidence.	591-1-1-.08(2)	(2) The file shall also contain evidence of age-appropriate immunizations or a signed affidavit against such immunizations. The items shall be maintained for each child enrolled in the Center on a form approved by the Department, and no child shall continue enrollment in the Center for more than thirty (30) days without such evidence.	.08(g) was renumbered to be .08(2).

591-1-1-.08(h)	(h) Description of any special procedures to be followed in caring for the child, including any special services which the Center agrees to provide to a Child with Special Needs.	591-1-1-.08(1)(a)	(1)(a) The file shall contain a description of any special procedures to be followed in caring for the child, including any special services which the Center agrees to provide to a Child with Special Needs.	.08(h) was renumbered to be .08(1)(a).
591-1-1-.08(i)	(i) Documentation of incidents requiring professional medical attention, other than simple first aid performed by Center Staff, to include: child's name, type of illness or injury, date of illness or injury, how injury or illness occurred, Staff present, method of notifying Parent and services provided to the child.	591-1-1-.08(3)	(3) The file shall also contain documentation of incidents requiring professional medical attention, other than simple first aid performed by Center Staff, to include: child's name, type of illness or injury, date of illness or injury, how injury or illness occurred, Staff present, method of notifying Parent(s) and services provided to the child.	.08(i) was renumbered to be .08(3).
591-1-1-.08(j)	(j) Parental authorizations (see rule .23 for details).	591-1-1-.08(1)(b)	(1)(b) The file shall contain Parental authorizations, including, but not limited to, written authorization for the Center to obtain emergency medical care for the child when the Parent is not available.	.08(j) was renumbered to be .08(1)(b).
591-1-1-.08(k)	(k) Parental acknowledgment of their responsibility for keeping Center advised of any significant changes in enrollment information concerning phone numbers, work locations, emergency contact, family physicians, etc.	591-1-1-.08(1)(c)	(c) The file shall contain parental acknowledgment of their responsibility for keeping the Center advised of any significant changes in enrollment information concerning phone numbers, work locations, emergency contact, family physicians, etc.	.08(k) was renumbered to be .08(1)(c).
591-1-1-.08(l)	(l) Parental acknowledgment that when the Parent(s) or persons authorized by the Parent(s) pick up or drop off their child at the Center, they will not allow their child to enter or leave the Center without being escorted and that the Center will not permit the child to enter or exit the Center without an escort.	591-1-1-.08(1)(d)	(d) The file shall contain parental acknowledgment that when the Parent(s) or persons authorized by the Parent(s) pick up or drop off their child at the Center, they will not allow their child to enter or leave the Center without being escorted and that the Center will not permit the child to enter or exit the Center without an escort.	.08(l) was renumbered to be .08(1)(d).
591-1-1-.08(m)	(m) Parental acknowledgment that where the School-age Center does not agree to provide routine meals and/or snacks, as appropriate, for the children, the Parent(s) agree that they shall provide the children with nutritious meals and snacks daily as appropriate.	591-1-1-.08(1)(e)	(e) The file shall contain parental acknowledgment that where the School-age Center does not agree to provide routine meals and/or snacks, as appropriate, for the children, the Parent(s) agree that they shall provide the children with nutritious meals and snacks daily as appropriate.	.08(m) was renumbered to be .08(1)(e).
591-1-1-.08(n)	(n) Confidentiality. Information pertaining to the children enrolled at a Center is considered confidential and may not be released by Center Staff without first obtaining written permission signed by the Parent(s) except in the following situations. Relevant information relating to the children's family situations, medical status and behavioral characteristics on the children enrolled at the Center at any time shall be shared among Center Staff, with members of the Department or with other persons authorized by these rules or the law to receive such information, or with other persons in an emergency situation involving the child.	591-1-1-.08(4)	(4) Confidentiality. Information pertaining to the children enrolled at a Center is considered confidential and may not be released by Center Staff without first obtaining written permission signed by the Parent(s). However, relevant information relating to the children's family situations, medical status and behavioral characteristics on the children enrolled at the Center at any time shall be shared among Center Staff, with members of the Department or with other persons authorized by these rules or the law to receive such information, or with other persons in an emergency situation involving the child.	.08(n) was renumbered to be .08(4).
591-1-1-.08(o)	(o) Attendance Records. A child's daily attendance records for the twelve (12) preceding months must be maintained but need not be filed in each child's record. These records shall be made available to the Department in printed or written form upon request.	591-1-1-.08(5)	(5) Attendance Records. A child's daily attendance records for the twelve (12) preceding months must be maintained but need not be filed in each child's record. These records shall be made available to the Department in printed or written form upon request.	.08(o) was renumbered to be .08(5).
591-1-1-.08(p) 591-1-1-.08(p)1. 591-1-1-.09(p)2.	(p) Arrival and Departure Records. Records of a child's daily arrival and departure for the twelve (12) preceding months shall be maintained but need not be filed in each child's record. The Parent or person(s) authorized by the Parent to drop off and pick up the child will document, in written or electronic format, each time the Parent or authorized person drops off and picks up the child. The Center shall ensure that children are only released to authorized person(s), and Center Staff shall take necessary steps to determine that any such person(s) presenting to pick up a child in care is authorized by the Parent(s) of the child and that person matches the identifying information provided by the Parent. 1. 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 at the time of arrival and departure. 2. These records shall be made available to the Department in printed or written form upon request.	591-1-1-.08(6) 591-1-1-.08(7)	(6) Arrival and Departure Records. Records of a child's daily arrival and departure for the twelve (12) preceding months shall be maintained but need not be filed in each child's record. The Parent or person(s) authorized by the Parent to drop off and pick up the child will document, in written or electronic format, 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 at the time of arrival and departure. These records shall be made available to the Department in printed or written form upon request. (7) The Center shall ensure that children are only released to authorized person(s), and Center Staff shall take necessary steps to determine that any such person(s) presenting to pick up a child in care is authorized by the Parent(s) of the child and that person matches the identifying information provided by the Parent.	.08(p) was split into 2 rules. Part of .08(p) was renumbered to be .08(6) and the other part was renumbered to be .08(7). Also, .08(p)1. and .08(p)2. were combined with .08(p) to be .08(6).
591-1-1-.10(3)(a)	(3)(a) If diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper change surface shall be cleaned with a disinfectant and dried with a single-use disposable towel.	591-1-1-.10(4)	(4) If diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel.	.10(3)(a) was renumbered to be .10(4). This is a Core Rule.
591-1-1-.10(3)(b)	(b) Infants and children shall not be left unattended while being diapered or having their clothes changed on the diaper changing surface.	591-1-1-.10(5)	(5) Infants and children shall not be left unattended while being diapered or having their clothes changed on the diaper changing surface.	.10(3)(b) was renumbered to be .10(5). This is a Core Rule.
591-1-1-.10(3)(c)	(c) Any items which might harm a child must be kept out of a child's reach.	591-1-1-.10(6)	(6) Any items which might harm a child must be kept out of a child's reach.	.10(3)(c) was renumbered to be .10(6).
591-1-1-.10(4)	(4) Supplies. The following items shall also be provided at the diapering area: liquid soap, individually dispensed, single-use hand towels, single-use wash cloths, and covered storage container for soiled items.	591-1-1-.10(7)	(7) Supplies. The following items shall also be provided at the diapering area: liquid soap, individually dispensed, single-use hand towels, single-use wash cloths, and covered storage container for soiled items.	.10(4) was renumbered to be .10(7).

591-1-1-.10(5)	(5) Hygiene. Staff shall wash their hands with liquid soap and warm running water immediately before and after each diaper change they perform. Staff with diaper changing responsibilities shall not be simultaneously assigned to kitchen food preparation duties.	591-1-1-.10(8)	(8) Hygiene. Staff with diaper changing responsibilities shall not be simultaneously assigned to kitchen food preparation duties.	.10(5) was renumbered to be .10(8). The handwashing part of this rule was removed and put under the hygiene rule for handwashing found in .17(8).
591-1-1-.10(6)	(6) Location of Diapering Area. The area used for diapering shall not be used for food preparation. It must be clear of formulas, food, food utensils and food preparation items.	591-1-1-.10(9)	(9) Location of Diapering Area. The area used for diapering shall not be used for food preparation. It must be clear of formulas, food, food utensils and food preparation items.	.10(6) was renumbered to be .10(9). This is a Core Rule.
591-1-1-.10(7)	(7) School-age Center. Except for children with special needs who are school-age but require diapering, the above rules do not apply to School-age Centers.	591-1-1-.10(10)	(10) School-age Center. Except for children with special needs who are school-age but require diapering, the above rules do not apply to School-age Centers.	.10(7) was renumbered to be .10(10).
591-1-1-.11(2) 591-1-1-.11(2)(a) 591-1-1-.11(2)(b) 591-1-1-.11(2)(c) 591-1-1-.11(2)(d) 591-1-1-.11(2)(e) 591-1-1-.11(2)(f) 591-1-1-.11(2)(g) 591-1-1-.11(2)(h) 591-1-1-.11(2)(i) 591-1-1-.11(2)(j) 591-1-1-.11(2)(k) 591-1-1-.11(2)(l) 591-1-1-.11(2)(m)	(2) Personnel shall not: (a) Physically or sexually abuse a child or engage or permit others to engage in sexually overt conduct in the presence of any child enrolled in the Center; (b) Inflict corporal/physical punishment upon a child; (c) Shake, jerk, pinch or handle a child roughly; (d) Verbally abuse or humiliate a child which includes, but is not limited to, the use of threats, profanity or belittling remarks about a child or his family; (e) Isolate a child in a dark room, closet or unsupervised area; (f) Use mechanical or physical restraints or devices to discipline children; (g) Use medication to discipline or control children's behavior without written medical authorization issued by a licensed professional and given with the parent's written consent; (h) Restrict unreasonably a child from going to the bathroom; (i) Punish toileting accidents; (j) Force-feed a child or withhold feeding a child regularly scheduled meals and/or snacks; (k) Force or withhold naps; (l) Allow children to discipline or humiliate other children; (m) Confine a child for disciplinary purposes to a swing, highchair, infant carrier, walker or jump seat.	591-1-1-.11(2)	(2) Personnel shall not: physically or sexually abuse a child or engage or permit others to engage in sexually overt conduct in the presence of any child enrolled in the Center; inflict corporal/physical punishment upon a child; shake, jerk, pinch or handle a child roughly; verbally abuse or humiliate a child which includes, but is not limited to, the use of threats, profanity or belittling remarks about a child or his family; isolate a child in a dark room, closet or unsupervised area; use mechanical or physical restraints or devices to discipline children; use medication to discipline or control children's behavior without written medical authorization issued by a licensed professional and given with the parent's written consent; restrict unreasonably a child from going to the bathroom; punish toileting accidents; force-feed a child or withhold feeding a child regularly scheduled meals and/or snacks; force or withhold naps; allow children to discipline or humiliate other children; or confine a child for disciplinary purposes to a swing, highchair, infant carrier, walker or jump seat.	.11(2) was combined with .11(2)(a-m) and is now just .11(2). This is a Core Rule.
591-1-1-.11(2)(n)	(n) Personnel shall not commit any criminal act, as defined under Georgia law which is set forth in O.C.G.A. Sec. 16-1-1 et seq., in the presence of any child enrolled in the Center.	591-1-1-.31(13)	(13) Compliance with Applicable Laws and Regulations. Center Staff shall not commit any criminal act, as defined under Georgia law, in the presence of any child enrolled in the Center. Center staff shall comply with all applicable laws and regulations.	.11(2)(n) was removed as duplicate rule. This rule is found under .31(13). This is a Core Rule.
591-1-1-.12(1) 591-1-1-.12(1)(a) 591-1-1-.12(1)(b)	(1) All indoor and outdoor furniture, activity materials, and equipment shall be used: (a) In a safe and appropriate manner by each Employee and child in attendance; and (b) In accordance with the manufacturer's instructions, recommendations, and intended use.	591-1-1-.12(1)	(1) All indoor and outdoor furniture, activity materials, and equipment shall be used in a safe and appropriate manner by each Employee and child in attendance and in accordance with the manufacturer's instructions, recommendations, and intended use. All equipment and furniture shall be used only by the age-appropriate group of children.	.12(1) was combined with .12(1)(a) and .12(1)(b) to be just .12(1). In addition, wording from .12(2) was moved into .12(1) as well.
591-1-1-.12(2) 591-1-1-.12(2)(a) 591-1-1-.12(2)(b)	(2) Equipment. All equipment and furniture shall be used only by the age-appropriate group of children. Equipment and furniture shall be: (a) free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; (b) Kept clean;	591-1-1-.12(2)	(2) Equipment and Furniture. Equipment and furniture shall be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint and shall be kept clean.	.12(2) was combined with .12(2)(a) and .12(2)(b) to be just .12(2). In addition, wording was removed from .12(2) into .12(1).
591-1-1-.12(2)(c)	(2)(c) Placed so as to permit the children's freedom of movement and to minimize danger of accident and collision;	591-1-1-.12(3)	(3) Equipment and furniture shall be placed so as to permit the children's freedom of movement and to minimize danger of accident and collision.	.12(2)(c) was renumbered to be .12(3).
591-1-1-.12(2)(d)	(d) Secured if equipment and furniture is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. Potentially unstable equipment and furniture that might injure a child if not secured include, but are not limited to, televisions, chests of drawers, bookcases, shelving, cabinets and fish tanks. Examples of items not required to be secured include, but are not limited to, child-sized tables and chairs, rocking chairs, and cribs.	591-1-1-.12(4)	(4) Equipment and furniture shall be secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. Potentially unstable equipment and furniture that might injure a child if not secured include, but are not limited to, televisions, chests of drawers, bookcases, shelving, cabinets and fish tanks. Examples of items not required to be secured include, but are not limited to, child-sized tables and chairs, rocking chairs, and cribs.	.12(2)(d) was renumbered to be .12(4).
591-1-1-.12(3)	(3) Toys. A variety of age-appropriate toys and play materials shall be available. They shall be stored on low, open shelves accessible to children in each room or assigned area. Toys that launch projectiles, such as dart guns, pop guns, slingshots, etc., shall not be allowed in the Center, and balloons shall not be accessible to preschool children.	591-1-1-.12(6) 591-1-1-.12(7)	(6) Toys. A variety of age-appropriate toys and play materials shall be available. They shall be stored on low, open shelves accessible to children in each room or assigned area. (7) Toys that launch projectiles, such as dart guns, pop guns, slingshots, etc., shall not be allowed in the Center, and balloons shall not be accessible to preschool children.	.12(3) was split into 2 rules and renumbered to be .12(6) and .12(7).

<p>591-1-1-.12(4) 591-1-1-.12(4)(a-e)</p>	<p>(4) Toys for Children Under Three. Toys for children under three (3) years of age shall also be age-appropriate. Those toys shall be: (a) Non-toxic and lead-free; (b) Too large to be swallowed by a child and not capable of causing asphyxiation or strangulation; (c) Free of sharp pieces, edges or points; free of small parts which may be pried off by a child; (d) Free of rust; (e) Easily cleaned with a disinfectant daily.</p>	<p>591-1-1-.12(8)</p>	<p>(8) Toys for Children Under Three. Toys for children under three (3) years of age shall also be age-appropriate. Those toys shall be non-toxic and lead-free; too large to be swallowed by a child and not capable of causing asphyxiation or strangulation; free of sharp pieces, edges or points; free of small parts which may be pried off by a child, free of rust; and easily cleaned with a disinfectant daily.</p>	<p>.12(4) was combined with .12(4)(a-e) and renumbered to be .12(8).</p>
<p>591-1-1-.15(6)(a)1.-4.</p>	<p>(6)(a) Children shall be served all meals and snacks scheduled for the period during which they are present. In those Centers where the Parent(s) of children enrolled provide the meals and snacks, the Center shall ensure that no child remains at the Center without receiving the scheduled nutritious meals and snacks. There shall be a period of at least two (2) hours between each required meal or snack. Drinking water shall be offered at least once between meals and snacks to children under three (3) years of age. The following meals and snacks shall be scheduled and served by the Center when appropriate: 1. Breakfast or a morning snack; 2. Lunch; 3. An afternoon snack; 4. Supper if a Center operates evening care; 5. An evening snack prior to bedtime if a Center operates night-time care.</p>	<p>591-1-1-.15(6)(a) 591-1-1-.15(6)(g)</p>	<p>(6)(a) Children shall be served all meals and snacks scheduled for the period during which they are present. In those Centers where the Parent(s) of children enrolled provide the meals and snacks, the Center shall ensure that no child remains at the Center without receiving the scheduled nutritious meals and snacks. There shall be a period of at least two (2) hours between each required meal or snack. The following meals and snacks shall be scheduled and served by the Center when appropriate: breakfast or a morning snack, lunch, an afternoon snack, supper if a Center operates evening care and an evening snack prior to bed time if a Center operates night time care. (6)(g) Drinking water shall be available to all children and shall be <u>offered at least once between meals and snacks to children less than three (3) years of age.</u></p>	<p>.15(6)(a)1.-4. was combined to be just .15(6)(a). Wording as indicated was removed from this rule and moved to .15(6)(g).</p>
<p>591-1-1-.17(7)(a-d)</p>	<p>(7) Hand washing, Children. Children's hands shall be washed with soap and running water prior to eating meals or snacks and after toileting. Washcloth hand washing is permitted for children under the age of two (2) years and for children with special needs who are not capable of washing their own hands. An individual washcloth used only one time between laundering shall be used for each child. (a) Immediately upon arrival for care, when moving from one child care group to another, and upon re-entering the child care area after outside play; (b) Before and after eating meals and snacks, handling or touching food, or playing in water (c) After toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids such as, but not limited to, mucus, saliva, vomit or blood; (d) After contamination by any other means; and</p>	<p>591-1-1-.17(7)</p>	<p>(7) Handwashing, Children. Children's hands shall be washed with soap and warm running water: immediately upon arrival for care; when moving from one child care group to another, and upon re-entering the child care area after outside play; before and after eating meals and snacks, handling or touching food, or playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids such as, but not limited to, mucus, saliva, vomit or blood; and after contamination by any other means.</p>	<p>.17(7)(a-d) was combined into .17(7). This is a Core Rule.</p>
<p>591-1-1-.17(7)(e)</p>	<p>(e) Washcloth handwashing is permitted for infants when the infant is too heavy to hold for handwashing or cannot stand safely to wash hands at a sink and for children with special needs who are not capable of washing their own hands. An individual washcloth shall be used only once for each child before laundering.</p>	<p>591-1-1-.17(7)(a)</p>	<p>(a) Washcloth handwashing is permitted for infants when the infant is too heavy to hold for handwashing or cannot stand safely to wash hands at a sink and for children with special needs who are not capable of washing their own hands. An individual washcloth shall be used only once for each child before laundering.</p>	<p>.17(7)(e) was renumbered to be .17(7)(a).</p>
<p>591-1-1-.17(8)(a-d)</p>	<p>(8) Handwashing, Staff. Personnel shall wash their hands with liquid soap and warm running water: (a) Immediately upon arrival for the day, when moving from one child care group to another, and upon re-entering the child care area after outside play; (b) Before and after diapering each child, dispensing medication, applying topical medications, ointments, creams or lotions, handling and preparing food, eating, drinking, preparing bottles, feeding each child, and assisting children with eating and drinking; and (c) After toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, and handling bodily fluids, such as, but not limited to, mucus, saliva, vomit or blood; and (d) After contamination by any other means.</p>	<p>591-1-1-.17(8)</p>	<p>(8) Handwashing, Staff. Personnel shall wash their hands with liquid soap and warm running water: immediately upon arrival for the day, when moving from one child care group to another, and upon re-entering the child care area after outside play; before and after diapering each child, dispensing medication, applying topical medications, ointments, creams or lotions, handling and preparing food, eating, drinking, preparing bottles, feeding each child, and assisting children with eating and drinking; after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, and handling bodily fluids, such as, but not limited to, mucus, saliva, vomit or blood; and after contamination by any other means.</p>	<p>.17(8)(a-d) was combined into .17(8). This is a Core Rule.</p>
<p>591-1-1-.18(2)</p>	<p>(2) Food Preparation Areas. Each Center shall have a designated space for food preparation separate from rooms used by children and in an area not used for diaper-changing. The area shall be kept clean and free of accumulation of dust, dirt, food particles and grease deposits. Ventilation shall be provided either by mechanical or natural means so as to provide fresh air and control of unpleasant odors in the food preparation area. Food preparation surface areas shall be nonporous with no unsealed cracks or seams. Kitchen lights shall be shielded.</p>	<p>591-1-1-.18(2) 591-1-1-.18(3) 591-1-1-.18(4)</p>	<p>(2) Food Preparation Areas. Each Center shall have a designated space for food preparation separate from rooms used by children and in an area not used for diaper changing. The area shall be kept clean and free of accumulation of dust, dirt, food particles and grease deposits. Food preparation surface areas shall be nonporous with no unsealed cracks or seams. (3) Ventilation shall be provided either by mechanical or natural means so as to provide fresh air and control of unpleasant odors in the food preparation area. (4) Kitchen lights shall be shielded.</p>	<p>.18(2) was split into 3 rules. One part remained .18(2) and the others were renumbered to be .18(3) and .18(4).</p>

591-1-1-.18(3)	(3) Refrigeration. All perishable and potentially hazardous foods shall be refrigerated at a temperature of forty (40) degrees Fahrenheit or below and served promptly after cooking. Freezer temperature shall be maintained at zero (0) degrees Fahrenheit or below.	591-1-1-.18(5)	(5) Refrigeration. All perishable and potentially hazardous foods shall be refrigerated at a temperature of forty (40) degrees Fahrenheit or below and served promptly after cooking. Freezer temperature shall be maintained at zero (0) degrees Fahrenheit or below.	.18(3) was renumbered to be .18(5).
591-1-1-.18(4)	(4) Dishwashing. Non-disposable dishes, glasses and silverware shall be properly cleaned by pre-rinsing, or scraping, washing, sanitizing and air drying. A three (3) compartment sink or a dishwasher with a sani-cycle or capability of maintaining a rinse water temperature of a minimum of one hundred fifty (150) degrees Fahrenheit and a two (2) compartment sink shall be available. Dishes, glasses and silverware shall be rinsed in the approved dishwasher or rinsed in a chemical sanitizer and air dried.	591-1-1-.18(6)	(6) Dishwashing. Non-disposable dishes, glasses and silverware shall be properly cleaned by pre-rinsing, or scraping, washing, sanitizing and air drying. A three (3) compartment sink or a dishwasher with a sani-cycle or capability of maintaining a rinse water temperature of a minimum of one hundred fifty (150) degrees Fahrenheit and a two (2) compartment sink shall be available. Dishes, glasses and silverware shall be rinsed in the approved dishwasher or rinsed in a chemical sanitizer and air dried.	.18(4) was renumbered to be .18(6).
591-1-1-.18(5)	(5) Storage Areas. Each Center shall 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. Containers of food shall be stored above the floor on clean surfaces protected from splash and other contamination. Containers for food storage other than the original container or package in which the food was obtained shall be impervious and non-absorbent, have tight-fitting lids or covers and labeled as to contents. Cleaning materials shall be stored separately from food.	591-1-1-.18(7) 591-1-1-.18(8) 591-1-1-.18(9)	(7) Storage Areas. Each Center shall 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. (8) Containers of food shall be stored above the floor on clean surfaces protected from splash and other contamination. 4)Containers for food storage other than the original container or package in which the food was obtained shall be impervious and non-absorbent, have tight-fitting lids or covers and labeled as to contents. (9) Cleaning materials shall be stored separately from food.	.18(5) was split into 3 rules and renumbered to be .18(7), .18(8) and .18(9).
591-1-1-.18(6)	(6) Garbage. Garbage shall be stored in trash containers with lids. Containers shall be emptied and cleaned as needed. Acceptable facilities, including water and detergent or steam, shall be provided and used for cleaning containers. Areas around outside containers shall be kept clean.	591-1-1-.18(10)	(10) Garbage. Garbage shall be stored in trash containers with lids. Containers shall be emptied and cleaned as needed. Acceptable facilities, including water and detergent or steam, shall be provided and used for cleaning containers. Areas around outside containers shall be kept clean.	.18(6) was renumbered to be .18(10).
591-1-1-.18(7)	(7) Hygiene. Kitchen Staff shall wash their hands and arms thoroughly with liquid soap and warm running water before starting food service work and shall wash hands during work hours as often as may be necessary to remove soil and contamination as well as after visiting the toilet room.	591-1-1-.18(11)	(11) Hygiene. Kitchen Staff shall wash their hands and arms thoroughly with liquid soap and warm running water before starting food service work and shall wash hands during work hours as often as may be necessary to remove soil and contamination as well as after visiting the toilet room.	.18(7) was renumbered to be .18(11).
591-1-1-.18(8)	(8) Exclusion of Children. Children shall not be permitted in the kitchen except as part of a planned, supervised learning experience.	591-1-1-.18(12)	(12) Exclusion of Children. Children shall not be permitted in the kitchen except as part of a planned, supervised learning experience.	.18(8) was renumbered to be .18(12).
591-1-1-.21(1)(q)1.-6.	(q) A description of the safe sleep practices followed by the Center that includes the following information: 1. The initial placement of infants on their backs to sleep; 2. No cover or other soft items in crib; 3. Appropriate sleep clothing for infants to be provided by Parent; 4. Individual crib, cot or mat and bedding provided and changing and cleaning practices for these items; 5. Infants who fall asleep in other equipment, on the floor or elsewhere will be moved to a crib to sleep; and 6. No swaddling or positioning devices used.	591-1-1-.21(1)(q)	(q) A description of the safe sleep practices followed by the Center that includes the following information: the initial placement of Infants on their backs to sleep; no cover or other soft items in crib; appropriate sleep clothing for Infants to be provided by Parent; individual crib, cot or mat and bedding provided and changing and cleaning practices for these items; Infants who fall asleep in other equipment, on the floor or elsewhere will be moved to a crib to sleep; and no swaddling or positioning devices used.	.21(1)(q)1.-6. was combined into .21(1)(q).
591-1-1-.21(2)(a)-(d)	(2) The Center shall have written documentation signed by the Parent(s) in each child's file that the Director or designee has: (a) Provided to the Parent(s) a copy of the Center's policies and procedures required by this rule; (b) Advised the Parent(s) of the safe sleep practices followed by the Center; (c) Advised the Parent(s) of the child's progress, issues relating to the child's care and individual practices concerning the child's special needs; (d) Encouraged participation by Parent(s) in Center activities.	591-1-1-.21(2)	(2) The Center shall have written documentation signed by the Parent(s) in each child's file that the Director or designee has provided to the Parent(s) a copy of the Center's policies and procedures required by this rule; advised the Parent(s) of the safe sleep practices followed by the Center; advised the Parent(s) of the child's progress, issues relating to the child's care and individual practices concerning the child's special needs; and encouraged participation by Parent(s) in Center activities.	.21(2)(a-d) was combined into .21(2).
591-1-1-.23(a)	A Center must obtain the following authorizations from Parent(s) when a child is enrolled. (a) Authorization for the Center to obtain emergency medical care for the child when the Parent is not available;	591-1-1-.08(1)(b)	(1)(b) The file shall contain Parental authorizations, including, but not limited to, written authorization for the Center to obtain emergency medical care for the child when the Parent is not available.	Chapter .23 was removed as duplicate rules. .23(a) is now .08(1)(b).
591-1-1-.23(b)	(b) Authorization for the Center to dispense medication;	591-1-1-.20(1)	(1) Parental Authorization. Except for first aid, or as authorized under Georgia law, Personnel shall not dispense prescription or non-prescription medications to a child without specific written authorization from the child's physician or Parent. Such authorization will include when applicable, date; full name of the child; name of the medication; prescription number, if any; dosage; the dates to be given; the time of day to be dispensed; and signature of Parent.	Chapter .23 was removed as duplicate rules. .23(b) is now .20(1). This is a Core Rule.

591-1-1-.23(e)	(c) Authorization for the child to participate in field trips and special activities away from the Center;	591-1-1-.13(2)	(2) Parental Permission. A Center shall obtain written permission from Parent(s) in advance of the child's participation in any field trip and such permission must be signed and dated by a Parent.	Chapter .23 was removed as duplicate rules. .23(c) is now .13(2).
591-1-1-.23(d)	(d) Authorization for the child to participate in water-related activities occurring in water that is more than two (2) feet deep if the Center participates in such activities;	591-1-1-.35(6)	(6) Parental Permission. No child shall participate in a swimming activity without the Parents' written permission.	Chapter .23 was removed as duplicate rules. .23(d) is now .35(6).
591-1-1-.23(e)	(e) Authorization for the Center to provide routine transportation for the child to or from school, home or Center;	591-1-1-.36(6)	(6) Parental Authorization. For routine transportation provided by the Center or on behalf of the Center, the child's Parent(s) must provide written authorization for the transportation and specify routine pick-up location, routine pick-up time, routine delivery location, routine delivery time and the name of any person authorized to receive the child.	Chapter .23 was removed as duplicate rules. .23(e) is now .36(6).
591-1-1-.23(f)	(f) Authorization for persons other than Parent(s) to pick up or drop off their child, including the names of such persons.	591-1-1-.08(1)(d)	(1)(d) The file shall contain Parental acknowledgment that when the Parent(s) or persons authorized by the Parent(s) pick up or drop off their child at the Center, they will not allow their child to enter or leave the Center without being escorted and that the Center will not permit the child to enter or exit the Center without an escort.	Chapter .23 was removed as duplicate rules. .23(f) is now .08(1)(d).
591-1-1-.24(a) 591-1-1-.24(b) 591-1-1-.24(c) 591-1-1-.24(e) 591-1-1-.24(h)	A Center must maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: (a) Identifying information to include: name, date of birth, social security number, current address and current telephone number; (b) Employment history; (c) As applicable to the position held: evidence of education and qualifying work experience; (d) As applicable to the position held, evidence of required orientation including date and signature of person providing the orientation; (e) As applicable to the position held, all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained. (h) Statement completed by the staff member or other documentation regarding qualifications.	591-1-1-.24(1)	(1) A Center must maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and, as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation.	.24(a) -.24(e) and .24(h) were all combined and renumbered to be .24(1).
591-1-1-.24(f)	(f) As applicable to the position held, verification of a Satisfactory Records Check Determination;	591-1-1-.09(1)(a)	(1)(a) Every actual and potential Director, Employee and Provisional Employee of the Child Care Learning Center must have a Satisfactory Records Check Determination before the individual is present at a Center while any child is present for care or before the individual resides in a Center.	.24(f) was removed as a duplicate rule. This rule is found under .09(1)(a). This is a Core Rule.
591-1-1-.24(g)	(g) Daily attendance records or other employee payroll records for the Employee for the preceding six (6) month period which may be stored away from the Center provided that the Center notifies the Department of its intention to store these records off-site, provides the Department with the name, address and phone number of the custodian of these records and allows the Department, at its discretion, to have access to these records at the custodian's location immediately or access at the Center within seven (7) business days of a Department representative's request. The Department may, at its discretion, accept photocopies of the requested records which are provided within seven (7) business days of the Department representative's request for the same;.	591-1-1-.24(2)	(2) Personnel files shall also contain daily attendance records or other employee payroll records for the Employee for the preceding six (6) month period which may be stored away from the Center provided that the Center notifies the Department of its intention to store these records off-site, provides the Department with the name, address and phone number of the custodian of these records and allows the Department, at its discretion, to have access to these records at the custodian's location immediately or access at the Center within seven (7) business days of a Department representative's request. The Department may, at its discretion, accept photocopies of the requested records which are provided within seven (7) business days of the Department representative's request for the same;.	.24(g) was renumbered to be .24(2).
591-1-1-.26(7)	(7) Anchoring of Certain Equipment and Fall Zones. Climbing and swinging equipment shall be anchored. and have a resilient surface beneath the equipment. The fall-zone from such equipment must be adequately maintained by the Center to assure continuing resiliency.	591-1-1-.26(7) 591-1-1-.26(8)	(7) Anchoring of Certain Equipment. Climbing and swinging equipment shall be anchored. (8) Fall Zones and Surfacing. Climbing and swinging equipment shall have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency.	.26(7) was split into 2 rules. One part remained. 26(7) and the other was renumbered to be .26(8). Both of these are Core Rules.
591-1-1-.26(8)	(8) Safety and Upkeep of Playground. Playgrounds shall be kept clean, free from litter and free of hazards, such as but not limited to non-resilient surfaces under the fall-zone of play equipment, rocks, exposed tree roots and exposed sharp edges of concrete or equipment.	591-1-1-.26(9)	(9) Safety and Upkeep of Playground. Playgrounds shall be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete.	.26(8) was renumbered to be .26(9). This is a Core Rule.

<p>591-1-1-.27(a) 591-1-1-.27(b) 591-1-1-.27(c) 591-1-1-.27(d) 591-1-1-.27(e) 591-1-1-.27(f) 591-1-1-.27(g) 591-1-1-.27(h) 591-1-1-.27(i) 591-1-1-.27(j)</p>	<p>Each Center shall post in a designated area for public viewing near the front entrance the following: (a) The Center's current License or Permit; (b) A copy of these rules; (c) A notice provided by the Department which advises Parents of their right to review a copy of the Center's most recent licensure evaluation report upon request to the Center Director. The Center shall provide any Parent with a copy of this evaluation report upon request. (d) A copy of the current communicable disease chart; (e) A statement allowing Parent(s) access to all child care areas upon notifying any staff member of his or her presence; (f) Names of persons responsible for the administration of the Center in the administrator's absence; (g) The dated current week's menu for meals and snacks; (h) Emergency plans for severe weather, fire, and other emergency situations; (i) A statement requiring visitors to check in with Staff when entering the Center; (j) No smoking signs.</p>	<p>591-1-1-.27</p>	<p>Each Center shall post in a designated area for public viewing near the front entrance the following: the Center's current License or Permit; a copy of these rules; a copy of the current communicable disease chart; a statement allowing Parent(s) access to all child care areas upon notifying any staff member of his or her presence; names of persons responsible for the administration of the Center in the administrator's absence; the dated current week's menu for meals and snacks; emergency plans for severe weather, fire, and other emergency situations; a statement requiring visitors to check in with Staff when entering the Center; no smoking signs; and a notice provided by the Department which advises Parents of their right to review a copy of the Center's most recent licensure evaluation report upon request to the Center Director. The Center shall provide any Parent with a copy of this evaluation report upon request.</p>	<p>.27(a)-(j) were combined and renumbered to be .27.</p>
<p>591-1-1-.29(1)(a)</p>	<p>(1) The Director or designated person-in-charge shall report or cause to be reported the following: (a) Child Abuse, Neglect or Deprivation. Suspected incidents of child abuse, neglect or deprivation shall be reported to the local County Department of Family and Children Services in accordance with state law.</p>	<p>591-1-1-.29(1)</p>	<p>(1) Child Abuse, Neglect or Deprivation. The Director or designated person-in-charge shall report or cause to be reported suspected incidents of child abuse, neglect or deprivation to the local County Department of Family and Children Services in accordance with state law.</p>	<p>.29(1)(a) was combined with .29(1) to be .29(1).</p>
<p>591-1-1-.29(1)(b)</p>	<p>(1)(b) Communicable Diseases. Any cases or suspected cases of notifiable communicable diseases shall be reported to the local County Health Department as required by the rules of the Department of Human Resources regarding Notification of Disease, Chapter 290-5-3.</p>	<p>591-1-1-.29(2)</p>	<p>(2) Communicable Diseases. The Director or designated person-in-charge shall report or cause to be reported any cases or suspected cases of notifiable communicable diseases to the local County Health Department as required by the rules of the Georgia Department of Public Health, Rule 511-2-1, Notification of Disease.</p>	<p>.29(1)(b) was renumbered to be .29(2).</p>
<p>591-1-1-.29(1)(c)1.-4.</p>	<p>(1)(c) Incident Reports. The following incidents must be reported to the Department within twenty-four (24) hours or the next work day: 1. Any death of a child while in the care of the Center; 2. Any serious illness or injury requiring hospitalization or professional medical attention other than first aid of a child while in the care of the Center; 3. Any situation when a child in care becomes missing, such as, but not limited to, a child who is left on a vehicle, a child who leaves the building, playground, or property, or a child who is left behind on any trip; 4. Any fire; 5. Any structural disaster; 6. Any emergency situation that requires temporarily relocating children.</p>	<p>591-1-1-.29(3)</p>	<p>(3) Incident Reports. The Director or designated person-in-charge shall report or cause to be reported to the Department within twenty-four (24) hours or the next work day: any death of a child while in the care of the Center; any serious illness or injury requiring hospitalization or professional medical attention other than first aid of a child while in the care of the Center; any situation when a child in care becomes missing, such as, but not limited to, a child who is left on a vehicle, a child who leaves the building, playground, or property, or a child who is left behind on any trip; any fire; any structural disaster; and any emergency situation that requires temporarily relocating children.</p>	<p>.29(1)(c)1.-4. combined and was renumbered to be .29(3).</p>
<p>591-1-1-.29(1)(d)</p>	<p>(d) Criminal Record. The name of any Personnel, Employee or Provisional Employee who acquires a criminal record as defined in these rules, if the Director knows, or reasonably should know, of the individual's arrest or charge in the Criminal Record shall be reported to the Department.</p>	<p>591-1-1-.29(4)</p>	<p>(4) Criminal Record. The Director or designated person -in-charge shall report or cause to be reported the name of any Personnel, Employee or Provisional Employee who acquires a Criminal Record as defined in these rules, if the Director knows, or reasonably should know, of the individual's arrest or change in the Criminal Record shall be reported to the Department.</p>	<p>.29(1)(d) was renumbered to be .29(4).</p>
<p>591-1-1-.29(2)</p>	<p>(2) Annual Reports. The Department may request an annual report from an administrator of a Center. If such a request is made, the administrator shall have up to thirty (30) days to submit the annual report to the Department.</p>	<p>591-1-1-.29(5)</p>	<p>(5) Annual Reports. The Department may request an annual report from an administrator of a Center. If such a request is made, the administrator shall have up to thirty (30) days to submit the annual report to the Department.</p>	<p>.29(2) was renumbered to be .29(5).</p>
<p>591-1-1-.30(1)(d)</p>	<p>(d) Pillows. Pillows shall not be used by children under two (2) years of age. When used for children two years of age or older, pillows shall be assigned for individual use and covered with pillow cases that are marked for individual use or covered with cases that are laundered daily. Pillow cases that are marked for individual use shall be laundered weekly or more frequently as needed.</p>	<p>591-1-1-.30(1)(c)</p>	<p>(c) Pillows. Pillows shall not be used by children under two (2) years of age. When used for children two (2) years of age or older, pillows shall be assigned for individual use and covered with pillow cases that are marked for individual use or covered with cases that are laundered daily. Pillow cases that are marked for individual use shall be laundered weekly or more frequently as needed.</p>	<p>.30(1)(d) was renumbered to be .30(1)(c).</p>

591-1-1-.30(1)(e)	(e) Arrangement of Sleeping and Resting Equipment. All sleeping and resting equipment shall be arranged to avoid obstructing access to exit doors, to provide the caregivers access to each child, and to prevent children's access to cords hanging from window treatments and other hazardous objects. To reduce the transfer of airborne diseases, sleeping and resting equipment shall be arranged as follows. There shall be a minimum of twenty-four inch (24") corridor between each row of sleeping or resting equipment. There shall be a minimum of twelve inches (12") between each piece of sleeping or resting equipment in each row of equipment. Children shall be placed on cots and mats so that one child's head is toward another child's feet in the same row.	591-1-1-.30(1)(d)	(d) Arrangement of Sleeping and Resting Equipment. All sleeping and resting equipment shall be arranged to avoid obstructing access to exit doors, to provide the caregivers access to each child, and to prevent children's access to cords hanging from window treatments and other hazardous objects. To reduce the transfer of airborne diseases, sleeping and resting equipment shall be arranged as follows. There shall be a minimum of twenty-four inch (24") corridor between each row of sleeping or resting equipment. There shall be a minimum of twelve inches (12") between each piece of sleeping or resting equipment in each row of equipment. Children shall be placed on cots and mats so that one child's head is toward another child's feet in the same row.	.30(1)(e) was renumbered to be .30(1)(d).
591-1-1-.30(2) 591-1-1-.30(2)(a) 591-1-1-.30(2)(b) 591-1-1-.30(2)(c) 591-1-1-.30(2)(d) 591-1-1-.30(2)(f)	(2) Sleeping and Resting Environment. A Center 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 (a) through (h) below for all infants. (a) Center 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. (b) Center 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. (c) Center Staff 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. (d) 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. Swaddling shall not be used unless the Center 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. (f) 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 position and not re-position the infant.	591-1-1-.30(2)	(2) Sleeping and Resting Environment for Infants. A Center 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. Center 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 position 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 Center 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.	.30(2)(a-d) and .30(2)(f) were combined to become .30(2). This is a Core Rule.
591-1-1-.30(2)(e)	(2)(e) Center shall maintain the infant's sleeping area to be comfortable for a lightly clothed adult within a temperature range of sixty-five (65) to eighty-five (85) degrees depending upon the season. There shall be lighting adequate to see each sleeping infant's face to view the color of the infant's skin and check on the infant's breathing.	591-1-1-.30(2)(a)	(2)(a) Center shall maintain the infant's sleeping area to be comfortable for a lightly clothed adult within a temperature range of sixty-five (65) to eighty-five (85) degrees depending upon the season. There shall be lighting adequate to see each sleeping infant's face to view the color of the infant's skin and check on the infant's breathing.	.30(2)(e) was renumbered to be .30(2)(a). This is a Core Rule.
591-1-1-.30(2)(g)	(2)(g) Wedges, other infant positioning devices and monitors shall not be used unless the Parent provides a physician's written statement authorizing its use that includes how to use the device and a time frame for using the device is provided for that particular infant.	591-1-1-.30(2)(b)	(2)(b) Wedges, other infant positioning devices and monitors shall not be used unless the Parent provides a physician's written statement authorizing its use that includes how to use the device and a time frame for using the device is provided for that particular infant.	.30(2)(g) was renumbered to be .30(2)(b). This is a Core Rule.
591-1-1-.30(2)(h)	(2)(h) Infants shall not sleep in equipment other than safety-approved cribs, such as, but not limited to, a car safety seat, bouncy seat, highchair, or swing. Infants who arrive at the Center asleep or fall asleep in such equipment, on the floor or elsewhere, shall be transferred to a safety-approved crib.	591-1-1-.30(2)(c)	(2)(c) Infants shall not sleep in equipment other than safety-approved cribs, such as, but not limited to, a car safety seat, bouncy seat, highchair, or swing. Infants who arrive at the Center asleep or fall asleep in such equipment, on the floor or elsewhere, shall be transferred to a safety-approved crib.	.30(2)(h) was renumbered to be .30(2)(c). This is a Core Rule.
591-1-1-.31(1)(b)3.	(1)(b)3. Have current evidence of successful completion of a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid provided by certified or licensed health care professionals and which covers the provision of emergency care to infants and children as defined in these rules;	591-1-1-.14(1)	(1) Training. The Center Director must successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid and shall have current evidence of the successful completion of such training. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. In addition, at any given time, at least fifty percent (50%) of the caregiver Staff shall have completed such training and shall have current evidence of the completion of such training.	.31(1)(b)3. was removed as a duplicate rule. This rule can be found under .14(1).
591-1-1-.31(1)(b)4.	(1)(b)4. Participate in the orientation and training required by these rules;	591-1-1-.31(1)(b)3.	(1)(b)3. Participate in the orientation and training required by these rules;	.31(1)(b)4. was renumbered to be .31(1)(b)3.
591-1-1-.31(1)(b)5.	(1)(b)5. Must be able to perform adequately the job duties of providing for the care and supervision of the children enrolled in the Center in accordance with these rules;	591-1-1-.31(1)(b)4.	(1)(b)4. Must be able to perform adequately the job duties of providing for the care and supervision of the children enrolled in the Center in accordance with these rules;	.31(1)(b)5. was renumbered to be .31(1)(b)4.

591-1-1-.31(1)(b)6.	(1)(b)6. Never have been shown by credible evidence, e.g., a court or jury, a department investigation or other reliable evidence to have abused, neglected or deprived a child or adult or to have subjected any person to serious injury as a result of intentional or grossly negligent misconduct. The Department may request an oral or written statement to this effect at the time of application or at any other time. Upon said request, the Director or Staff shall provide this statement to the Department;	591-1-1-.31(1)(b)5.	(1)(b)5. Never have been shown by credible evidence, e.g., a court or jury, a department investigation or other reliable evidence to have abused, neglected or deprived a child or adult or to have subjected any person to serious injury as a result of intentional or grossly negligent misconduct. The Department may request an oral or written statement to this effect at the time of application or at any other time. Upon said request, the Director or Staff shall provide this statement to the Department;	.31(1)(b)6. was renumbered to be .31(1)(b)5.
591-1-1-.31(1)(b)7.	7. Have a Satisfactory Records Check Determination as defined in these rules; and	591-1-1-.09(1)(a)	(1)(a) Every actual and potential Director, Employee and Provisional Employee of the Child Care Learning Center must have a Satisfactory Records Check Determination before the individual is present at a Center while any child is present for care or before the individual resides in a Center.	.31(1)(b)7. was removed as a duplicate rule. This rule can be found under .09(1)(a).
591-1-1-.31(1)(b)8.	(1)(b)8. Not have made any material false statements concerning qualifications requirements either to the Department or to the proposed or current License Holder, Permit Holder or commission holder.	591-1-1-.31(1)(b)6.	(1)(b)6. Not have made any material false statements concerning qualifications requirements either to the Department or to the proposed or current License Holder, Permit Holder or commission holder.	.31(1)(b)8. was renumbered to be .31(1)(b)6.
591-1-1-.31(2)(b)4.	4. Have current evidence of successful completion of a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid provided by certified or licensed health care professionals and which covers the provision of emergency care to infants and children if the caregiver is to be counted as part of the fifty percent (50%) of the child care Staff with the required current evidence of CPR and first aid training;	591-1-1-.14(2)	(2) Staffing Requirement. Whenever any child is present, there must always be a Staff member on the Center premises and on any field trip who is trained in CPR and first aid. All Staff who provide direct care to children must obtain certification in first aid and cardiopulmonary resuscitation within the first 90 days of employment. The hours obtained completing this certification will not count toward required annual training hours. Staff employed on or prior to September 30, 2016 must satisfactorily complete certification by December 29, 2016. Staff members employed after September 30, 2016 must satisfactorily complete certification within 90 days from date of hire.	.31(2)(b)4. was removed as a duplicate rule. This rule can be found under .14(2).
591-1-1-.31(2)(b)5.	(2)(b)5. Participate in the orientation and training required by these rules;	591-1-1-.31(2)(b)4.	(2)(b)4. Participate in the orientation and training required by these rules;	.31(2)(b)5. was renumbered to be .31(2)(b)4.
591-1-1-.31(2)(b)6.	.31(2)(b)6. Must be able to perform adequately the job duties of providing for the care and supervision of the children enrolled in the Center in accordance with these rules;	591-1-1-.31(2)(b)5.	.31(2)(b)5. Must be able to perform adequately the job duties of providing for the care and supervision of the children enrolled in the Center in accordance with these rules;	.31(2)(b)6. was renumbered to be .31(2)(b)5.
591-1-1-.31(2)(b)7.	(2)(b)7. Never have been shown by credible evidence, e.g., a court or jury, a department investigation or other reliable evidence to have abused, neglected or deprived a child or adult or to have subjected any person to serious injury as a result of intentional or grossly negligent misconduct. The Department may request an oral or written statement to this effect at the time of application or at any other time. Upon said request, the teacher/lead caregiver or Staff shall provide this statement to the Department.	591-1-1-.31(2)(b)6.	(2)(b)6. Never have been shown by credible evidence, e.g., a court or jury, a department investigation or other reliable evidence to have abused, neglected or deprived a child or adult or to have subjected any person to serious injury as a result of intentional or grossly negligent misconduct. The Department may request an oral or written statement to this effect at the time of application or at any other time. Upon said request, the teacher/lead caregiver or Staff shall provide this statement to the Department.	.31(2)(b)7. was renumbered to be .31(2)(b)6.
591-1-1-.31(2)(b)8.	8. Have a Satisfactory Records Check Determination as defined in these rules; and	591-1-1-.09(1)(a)	(1)(a) Every actual and potential Director, Employee and Provisional Employee of the Child Care Learning Center must have a Satisfactory Records Check Determination before the individual is present at a Center while any child is present for care or before the individual resides in a Center.	.31(2)(b)8. was removed as a duplicate rule. This rule is found under .09(1)(a). This is a Core Rule.
591-1-1-.31(2)(b)9.	(2)(b)9. Not have made any material false statements concerning qualifications requirements either to the Department or to the proposed or current License Holder, Permit Holder, or commission holder.	591-1-1-.31(2)(b)7.	(2)(b)7. Not have made any material false statements concerning qualifications requirements either to the Department or to the proposed or current License Holder, Permit Holder, or commission holder.	.31(2)(b)9. was renumbered to be .31(2)(b)7.
591-1-1-.31(3)(b)2.	2. Have current evidence of successful completion of a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid provided by certified or licensed health care professionals and which covers the provision of emergency care to infants and children if the caregiver is to be counted as part of the fifty percent (50%) of the child care Staff with the required current evidence of CPR and first aid training;	591-1-1-.14(2)	(2) Staffing Requirement. Whenever any child is present, there must always be a Staff member on the Center premises and on any field trip who is trained in CPR and first aid. All Staff who provide direct care to children must obtain certification in first aid and cardiopulmonary resuscitation within the first 90 days of employment. The hours obtained completing this certification will not count toward required annual training hours. Staff employed on or prior to September 30, 2016 must satisfactorily complete certification by December 29, 2016. Staff members employed after September 30, 2016 must satisfactorily	.31(3)(b)2. was removed as a duplicate rule. This rule can be found under .14(2).
591-1-1-.31(3)(b)3.	(3)(b)3. Participate in the orientation and training required by these rules;	591-1-1-.31(3)(b)2.	(3)(b)2. Participate in the orientation and training required by these rules;	.31(3)(b)3. was renumbered to be .31(3)(b)2.
591-1-1-.31(3)(b)4.	(3)(b)4. Must be able to perform adequately the job duties of providing for the care and supervision of the children enrolled in the Center in accordance with these rules.	591-1-1-.31(3)(b)3.	(3)(b)3. Must be able to perform adequately the job duties of providing for the care and supervision of the children enrolled in the Center in accordance with these rules.	.31(3)(b)4. was renumbered to be .31(3)(b)3.

591-1-1-.31(3)(b)5.	(3)(b)5. Never have been shown by credible evidence, e.g., a court or jury, a department investigation or other reliable evidence to have abused, neglected or deprived a child or adult or to have subjected any person to serious injury as a result of intentional or grossly negligent misconduct. The Department may request an oral or written statement to this effect at the time of application or at any other time. Upon said request, the caregiver/aide or Staff shall provide this statement to the Department.	591-1-1-.31(3)(b)4.	(3)(b)4. Never have been shown by credible evidence, e.g., a court or jury, a department investigation or other reliable evidence to have abused, neglected or deprived a child or adult or to have subjected any person to serious injury as a result of intentional or grossly negligent misconduct. The Department may request an oral or written statement to this effect at the time of application or at any other time. Upon said request, the caregiver/aide or Staff shall provide this statement to the Department.	.31(3)(b)5. was renumbered to be .31(3)(b)4.
591-1-1-.31(3)(b)6.	6. Have a Satisfactory Records Check Determination if seventeen (17) years of age or older; and	591-1-1-.09(1)(a)	(1)(a) Every actual and potential Director, Employee and Provisional Employee of the Child Care Learning Center must have a Satisfactory Records Check Determination before the individual is present at a Center while any child is present for care or before the individual resides in a Center.	.31(3)(b)6. was removed as a duplicate rule. This rule is found under .09(1)(a). This is a Core Rule.
591-1-1-.31(3)(b)7.	(3)(b)7. Not have made any material false statements concerning qualifications requirements either to the Department or to the proposed or current License Holder, Permit Holder or commission holder.	591-1-1-.31(3)(b)5.	(3)(b)5. Not have made any material false statements concerning qualifications requirements either to the Department or to the proposed or current License Holder, Permit Holder or commission holder.	.31(3)(b)7. was renumbered to be .31(3)(b)5.
591-1-1-.31(4)(b)2.	2. Have current evidence of successful completion of a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid provided by certified or licensed health care professionals and which covers the provision of emergency care to infants and children if no other full-time staff member is present on the premises with the required training;	591-1-1-.14(2)	(2) Staffing Requirement. Whenever any child is present, there must always be a Staff member on the Center premises and on any field trip who is trained in CPR and first aid. All Staff who provide direct care to children must obtain certification in first aid and cardiopulmonary resuscitation within the first 90 days of employment. The hours obtained completing this certification will not count toward required annual training hours. Staff employed on or prior to September 30, 2016 must satisfactorily complete certification by December 29, 2016. Staff members employed after September 30, 2016 must satisfactorily complete certification within 90 days from date of hire.	.31(4)(b)2. was removed as a duplicate rule. This rule can be found under .14(2).
591-1-1-.31(4)(b)3.	(4)(b)3. Participate in the orientation and training required by these rules;	591-1-1-.31(4)(b)2.	(4)(b)2. Participate in the orientation and training required by these rules;	.31(4)(b)3. was renumbered to be .31(4)(b)2.
591-1-1-.31(4)(b)4.	(4)(b)4. Must be able to perform adequately the job duties of providing for the care and supervision of the children enrolled in the Center in accordance with these rules.	591-1-1-.31(4)(b)3.	(4)(b)3. Must be able to perform adequately the job duties of providing for the care and supervision of the children enrolled in the Center in accordance with these rules.	.31(4)(b)4. was renumbered to be .31(4)(b)3.
591-1-1-.31(4)(b)5.	(4)(b)5. Never have been shown by credible evidence, e.g., a court or jury, a department investigation or other reliable evidence to have abused, neglected or deprived a child or adult or to have subjected any person to serious injury as a result of intentional or grossly negligent misconduct. The Department may request an oral or written statement to this effect at the time of application or at any other time. Upon said request, the caregiver/aide or Staff shall provide this statement to the Department.	591-1-1-.31(4)(b)4.	(4)(b)4. Never have been shown by credible evidence, e.g., a court or jury, a department investigation or other reliable evidence to have abused, neglected or deprived a child or adult or to have subjected any person to serious injury as a result of intentional or grossly negligent misconduct. The Department may request an oral or written statement to this effect at the time of application or at any other time. Upon said request, the caregiver/aide or Staff shall provide this statement to the Department.	.31(4)(b)5. was renumbered to be .31(4)(b)4.
591-1-1-.31(4)(b)6.	6. Have a Satisfactory Records Check Determination if seventeen (17) years of age or older; and	591-1-1-.09(1)(a)	(1)(a) Every actual and potential Director, Employee and Provisional Employee of the Child Care Learning Center must have a Satisfactory Records Check Determination before the individual is present at a Center while any child is present for care or before the individual resides in a Center.	.31(4)(b)6. was removed as a duplicate rule. This rule is found under .09(1)(a). This is a Core Rule.
591-1-1-.31(4)(b)7.	(4)(b)7. Not have made any material false statements concerning qualifications requirements either to the Department or to the proposed or current License Holder, Permit Holder or commission holder; and	591-1-1-.31(4)(b)5.	(4)(b)5. Not have made any material false statements concerning qualifications requirements either to the Department or to the proposed or current License Holder, Permit Holder or commission holder; and	.31(4)(b)7. was renumbered to be .31(4)(b)5.
591-1-1-.31(4)(b)8.	(4)(b)8. Have either a high school diploma or general education diploma (GED) or three (3) months qualifying child care experience as determined by the Department.	591-1-1-.31(4)(b)6.	(4)(b)6. Have either a high school diploma or general education diploma (GED) or three (3) months qualifying child care experience as determined by the Department.	.31(4)(b)8. was renumbered to be .31(4)(b)6.
591-1-1-.31(5)(d)	(d) Must have current evidence of successful completion of a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid provided by certified or licensed health care professionals and which covers the provision of emergency care to infants and children if the caregiver is to be counted as part of the fifty percent (50%) of the child care Staff with the required current evidence of CPR and first aid training;	591-1-1-.14(2)	(2) Staffing Requirement. Whenever any child is present, there must always be a Staff member on the Center premises and on any field trip who is trained in CPR and first aid. All Staff who provide direct care to children must obtain certification in first aid and cardiopulmonary resuscitation within the first 90 days of employment. The hours obtained completing this certification will not count toward required annual training hours. Staff employed on or prior to September 30, 2016 must satisfactorily complete certification by December 29, 2016. Staff members employed after September 30, 2016 must satisfactorily complete certification within 90 days from date of hire.	.31(5)(d) was removed as a duplicate rule. This rule can be found under .14(2).
591-1-1-.31(5)(e)	(e) Must participate in the orientation and training required by these rules;	591-1-1-.31(5)(d)	(d) Must participate in the orientation and training required by these rules;	.31(5)(e) was renumbered to be .31(5)(d).
591-1-1-.31(5)(f)	(f) Must be able to perform adequately the job duties of providing for the care and supervision of the children enrolled in the Center in accordance with these rules;	591-1-1-.31(5)(e)	(e) Must be able to perform adequately the job duties of providing for the care and supervision of the children enrolled in the Center in accordance with these rules;	.31(5)(f) was renumbered to be .31(5)(e).

591-1-1-.31(5)(g)	(g) Must never have been shown by credible evidence, e.g., a court or jury, a department investigation or other reliable evidence to have abused, neglected or deprived a child or adult or to have subjected any person to serious injury as a result of intentional or grossly negligent misconduct. The Department may request an oral or written statement to this effect at the time of application or at any other time. Upon said request, the Provisional Employee shall provide this statement to the Department;	591-1-1-.31(5)(f)	(f) Must never have been shown by credible evidence, e.g., a court or jury, a department investigation or other reliable evidence to have abused, neglected or deprived a child or adult or to have subjected any person to serious injury as a result of intentional or grossly negligent misconduct. The Department may request an oral or written statement to this effect at the time of application or at any other time. Upon said request, the Provisional Employee shall provide this statement to the Department;	.31(5)(g) was renumbered to be .31(5)(f).
591-1-1-.31(5)(h)	(h) Must have a satisfactory Preliminary Criminal Records Check Determination as determined by the Center based on Georgia Crime Information Center (GCIC) information obtained only from local law enforcement that was issued by the law enforcement agency within the immediate preceding 10 days of the hire date on file;	591-1-1-.31(5)(g)	(g) Must have a satisfactory Preliminary Criminal Records Check Determination as determined by the Center based on Georgia Crime Information Center (GCIC) information obtained only from local law enforcement that was issued by the law enforcement agency within the immediate preceding 10 days of the hire date on file;	.31(5)(h) was renumbered to be .31(5)(g).
591-1-1-.31(5)(i)	(i) Must not have made any material false statements concerning qualifications requirements either to the Department or to the proposed or current License Holder or commission holder;	591-1-1-.31(5)(h)	(h) Must not have made any material false statements concerning qualifications requirements either to the Department or to the proposed or current License Holder or commission holder;	.31(5)(i) was renumbered to be .31(5)(h).
591-1-1-.31(5)(j) 591-1-1-.31(5)(j)1- 2.	(j) May be hired for one period of provisional employment for up to 21 consecutive calendar days. This 21 day provisional employment period may be extended until the Department issues a Records Check Determination only if the individual: 1. Submitted for a Fingerprint Records Check Determination by the Department within the 21 calendar days of provisional employment; and 2. Submitted a Fingerprint Records Check Application to the Department within the 21 calendar days of provisional employment; and	591-1-1-.31(5)(i)	(i) May be hired for one period of provisional employment for up to 21 consecutive calendar days. This 21 day provisional employment period may be extended until the Department issues a Records Check Determination only if the individual: submitted for a Fingerprint Records Check Determination by the Department and submitted a Fingerprint Records Check Application to the Department within the 21 calendar days of provisional employment.	.31(5)(j)1- 2. were combined with .31(j) and renumbered to be .31(5)(i).
591-1-1-.31(5)(j)1- 3.	3. If the potential Employee is a Student-in-Training, evidence of current enrollment in an early education curriculum through a high school recognized by the Department of Education or an accredited school of higher education; and	591-1-1-.31(5)(j)	(j) If the potential Employee is a Student-in-Training, must have evidence of current enrollment in an early education curriculum through a high school recognized by the Department of Education or an accredited school of higher education.	.31(5)(j)3. was renumbered to be .31(5)(j).
591-1-1-.31(13)	(13) First Aid and CPR. At any given time, at least fifty percent (50%) of the caregiver Staff shall have current evidence of first aid training and cardiopulmonary resuscitation. There must always be an Employee with current evidence of first aid training and CPR on the Center premises whenever any child is present and on any Center-sponsored field trip. All Staff who provide direct care to children must obtain certification in first aid and cardiopulmonary resuscitation within the first 90 days of employment. The hours obtained completing this certification will not count toward required annual training hours. Staff employed prior to September 30, 2016 must satisfactorily complete certification by December 29, 2016. Staff members employed after September 30, 2016 must satisfactorily complete certification within 90 days from date of hire.	591-1-1-.14(1)	(1) Training. The Center Director must successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid and shall have current evidence of the successful completion of such training. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. In addition, at any given time, at least fifty percent (50%) of the caregiver Staff shall have completed such training and shall have current evidence of the completion of such training.	.31(13) was removed as a duplicate rule. This rule is found under .14(1).
591-1-1-.31(14)	(14) Compliance with Applicable Laws and Regulations. Center Staff shall not commit any criminal act, as defined under Georgia law, in the presence of any child enrolled in the Center. Center staff shall comply with all applicable laws and regulations.	591-1-1-.31(13)	(13) Compliance with Applicable Laws and Regulations. Center Staff shall not commit any criminal act, as defined under Georgia law, in the presence of any child enrolled in the Center. Center staff shall comply with all applicable laws and regulations.	.31(14) was renumbered to be .31(13). This is a Core Rule.
591-1-1-.32(3) 591-1-1-.32(3)(a) 591-1-1-.32(3)(b)	(3) Mixed-Age Groups for Centers with a licensed capacity of 18 or fewer children. The Staff: child ratios for a mixed-age group shall be based on the following: (a) Age of the youngest child under three (3) years of age shall determine the Staff: child ratio for the group in which the child(ren) under three (3) are cared for; (b) Where all of the children in any one group are three years of age or older, the age of the majority of the children in the group shall determine the Staff: child ratios.	591-1-1-.32(3)	(3) Mixed-Age Groups for Centers with a licensed capacity of 18 or fewer children. The Staff: child ratios for a mixed-age group shall be based on the following: the age of the youngest child under three (3) years of age shall determine the Staff: child ratio for the group in which the child(ren) under three (3) are cared for; and where all of the children in any one group are three years of age or older, the age of the majority of the children in the group shall determine the Staff: child ratios.	.32(3), .32(3)(a) and .32(3)(b) were all combined and made .32(3). This is a Core Rule.
591-1-1-.32(5) 591-1-1-.32(5)(a) 591-1-1-.32(5)(b)	(5) Staff: Child Ratios During Day-time Scheduled Rest or Sleeping Periods. During those periods, the Staff: child ratios may be doubled for children three (3) years and older provided that: (a) At least one (1) Staff person is in each room providing direct supervision of the children; and (b) All Staff required by paragraph (1) above relating to Staff: child ratios are in the Center and available to assure safe evacuation in an emergency.	591-1-1-.32(5)	(5) Staff: Child Ratios During Day-time Scheduled Rest or Sleeping Periods. During those periods, the Staff: child ratios may be doubled for children three (3) years and older provided that: at least one (1) Staff person is in each room providing direct supervision of the children; and all Staff required by paragraph (1) above relating to Staff: child ratios are in the Center and available to assure safe evacuation in an emergency.	.32(5), .32(5)(a) and .32(5)(b) were all combined and made .32(5).

591-1-1-.33(1)(a - l)	<p>(1) Center Orientation . Prior to assignment to children or task, all Employees and Provisional Employees must receive initial Center orientation on the following subjects:</p> <p>(a) The Center's policies and procedures;</p> <p>(b) The portions of these rules dealing with the care, health and safety of children;</p> <p>(c) The Employee's assigned duties and responsibilities;</p> <p>(d) Reporting requirements for suspected cases of child abuse, neglect or deprivation; communicable diseases and serious injuries;</p> <p>(e) Emergency plans;</p> <p>(f) Childhood injury control;</p> <p>(g) The administration of medicine;</p> <p>(h) Reducing the risk of Sudden Infant Death Syndrome (SIDS);</p> <p>(i) Hand washing;</p> <p>(j) Fire Safety;</p> <p>(k) Water Safety;</p> <p>(l) Prevention of HIV/Aids and blood borne pathogens.</p>	591-1-1-.33(1) 591-1-1-.33(2)	<p>(1) Center Orientation . Prior to assignment to children or task, all Employees and Provisional Employees must receive initial Center orientation.</p> <p>(2) The initial orientation must include the following subjects: the Center's policies and procedures; the portions of these rules dealing with the care, health and safety of children; the Employee's assigned duties and responsibilities; reporting requirements for suspected cases of child abuse, neglect or deprivation; communicable diseases and serious injuries; emergency plans; childhood injury control; the administration of medicine; reducing the risk of Sudden Infant Death Syndrome (SIDS); hand washing; fire safety; water safety; and prevention of HIV/Aids and blood borne pathogens.</p>	.33(1)(a - l) was split into 2 rules. Part of the rule remained .33(1) and the other part (a - l) was renumbered to be .33(2).
591-1-1-.33(2) 591-1-1-.33(2)(a - i)	<p>(2) Each staff member with direct care responsibilities shall complete health and safety training at the time of employment. The state-approved training hours obtained will count toward required annual training hours. Staff employed prior to September 30, 2016 will complete the training by December 29, 2016. Staff members employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. The training must address the following health and safety topics:</p> <p>(a) Prevention and control of infectious diseases;</p> <p>(b) Prevention of sudden infant death syndrome and use of safe sleeping practices;</p> <p>(c) Administration of medication, consistent with standards for parental consent;</p> <p>(d) Prevention of and response to emergencies due to food and allergic reactions;</p> <p>(e) Building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic;</p> <p>(f) Prevention of shaken baby syndrome and abusive head trauma;</p> <p>(g) Emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility);</p> <p>(h) Handling and storage of hazardous materials and the appropriate disposal of bio contaminants; and</p> <p>(i) Precautions in transporting children (if applicable).</p>	591-1-1-.33(3)	<p>(3) Each staff member with direct care responsibilities shall complete health and safety training at the time of employment. The state-approved training hours obtained will count toward required first year or annual training hours. Staff employed on or prior to September 30, 2016 will complete the training by December 29, 2016. Staff members employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. The training must address the following health and safety topics: prevention and control of infectious diseases; prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome and abusive head trauma; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility; handling and storage of hazardous materials and the appropriate disposal of bio contaminants; and precautions in transporting children (if applicable).</p>	.33(2) and .33(2)(a - i) were combined and renumbered to be .33(3).
591-1-1-.33(3)	<p>(3) First Year Training - Direct Care Staff. Within the first year of employment, all staff who provide any direct care to children, except independent contractors, Students-in-Training and volunteers, shall obtain ten (10) clock hours of training or instruction in child care issues from an accredited school or Department-approved source. At least six (6) of the clock hours must be divided as follows:</p> <p>(a) four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control.</p> <p>(b) two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children.</p>	591-1-1-.33(4)	<p>(4) First Year Training - Direct Care Staff. Within the first year of employment, all staff who provide any direct care to children, except independent contractors, Students-in-Training and volunteers, shall obtain ten (10) clock hours of training or instruction in child care issues from an accredited school or Department-approved source. At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children.</p>	.33(3) and (3)(a - b) were combined and renumbered to be .33(4).
591-1-1-.33(4)	<p>(4) First Year Training - Food Preparation. Within the first year of employment, the Director and the person primarily responsible for food preparation hired after the effective date of these rules shall receive four (4) clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage.</p>	591-1-1-.33(5)	<p>(5) First Year Training - Food Preparation. Within the first year of employment, the Director and the person primarily responsible for food preparation hired after the effective date of these rules shall receive four (4) clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage.</p>	.33(4) was renumbered to be .33(5).
591-1-1-.33(5)	<p>(5) Ongoing Training . On an annual basis, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source.</p>	591-1-1-.33(6)	<p>(6) Annual Training . In the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source.</p>	.33(5) was renumbered to be .33(6).
591-1-1-.33(6)	<p>(6) Documentation of Training. Evidence of orientation and training shall be documented in the K987Personnel file of each Staff member which shall be available to the Department for inspection.</p>	591-1-1-.33(7)	<p>(7) Documentation of Training. Evidence of orientation and training shall be documented in the K987Personnel file of each Staff member which shall be available to the Department for inspection.</p>	.33(6) was renumbered to be .33(7).

591-1-1-.33(7)	(7) Exemptions from Training. Custodial, maintenance Personnel or volunteers who provide no direct care to children are not required to obtain first year training or ongoing training.	591-1-1-.33(8)	(8) Exemptions from Training. Custodial, maintenance Personnel or volunteers who provide no direct care to children are not required to obtain first year training or annual training.	.33(7) was renumbered to be .33(8).
591-1-1-.35(5) 591-1-1-.35(5)(a) 591-1-1-.35(5)(b) 591-1-1-.35(5)(c) 591-1-1-.35(5)(d)	(5) Additional Supervision. At least one (1) additional Staff member above the required Staff: child ratios for any water-related activity (such as swimming, fishing, boating, or wading) shall be available to rotate among the age groups as needed when any of the following circumstances are present: (a) the majority of the children in a group are not accustomed to or are afraid of the water; (b) the majority of the children in a group comprised of children who cannot swim a distance of 15 yards unassisted cannot touch the bottom of the water facility without submerging their heads; (c) the water facility is particularly crowded; (d) the children have special needs which impact on their ability to participate safely in the water-related activity.	591-1-1-.35(5)	(5) Additional Supervision. At least one (1) additional Staff member above the required Staff: child ratios for any water-related activity (such as swimming, fishing, boating, or wading) shall be available to rotate among the age groups as needed when any of the following circumstances are present: the majority of the children in a group are not accustomed to or are afraid of the water; the majority of the children in a group comprised of children who cannot swim a distance of 15 yards unassisted cannot touch the bottom of the water facility without submerging their heads; the water facility is particularly crowded, or the children have special needs which impact on their ability to participate safely in the water-related activity.	.35(5) and .35(a - d) were combined to be one rule as .35(5).
591-1-1-.36(3)(e)	(c) Any transportation training completed should be state approved or state accepted training. This training may be counted as part of the annual ongoing training requirements for Staff.	591-1-1-.36(3) 591-1-1-.36(3)(b)	(3) Transportation Training. Child Care Learning Centers that provide any type of transportation shall obtain two (2) clock hours of state-approved or state-accepted transportation training, biannually, for the Director and for each Staff person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. (b) Effective July 1, 2015, the Director and each Staff person who will be responsible for or participate in the transportation of children shall have completed two (2) clock hours of state-approved or state-accepted transportation training prior to assuming any duties related to the transportation of children and at least every two years thereafter.	.36(3)(c) was combined with 2 rules. Part of the wording was put in .36(3) and the other part was put in .36(3)(b).
591-1-1-.36(5)(b)	(5)(b) CPR and First Aid Training. Either the driver or another Staff person present on the vehicle shall have current evidence of successful completion of a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid offered by certified or licensed health care professionals and which dealt with the provision of emergency care to infants and children.	591-1-1-.14(1)(a)	(1)(a) In a Center that provides transportation, either the driver or another Staff person present on the vehicle shall have current evidence of successful completion of a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid offered by certified or licensed health care professionals or trainers and which dealt with the provision of emergency care to infants and children.	.36(5)(b) was removed from this chapter. This rule is now found under .14(1)(a).
591-1-1-.36(5)(c)	(5)(c) Additional Staff. When the Center transports children for any reason, the following Staff: child ratios shall be maintained: Driver + One (1) Staff Members [The additional Staff must be at least eighteen (18) years of age] When transporting three (3) or more children under three (3) years of age; When seven (7) or more children under five (5) years of age occupy the vehicle; When eighteen (18) or more children five (5) years of age or older occupy the vehicle. Driver + Two (2) Staff Members [One (1) of the additional Staff members must be at least eighteen (18) years of age] When eight (8) or more children under three (3) years of age occupy the vehicle with other children; When more than twenty (20) children under five years (5) of age occupy the vehicle with other children.	591-1-1-.36(5)(b)	(5)(b) Additional Staff. When the Center transports children for any reason, the following Staff: child ratios shall be maintained: Driver + One (1) Staff Members [The additional Staff must be at least eighteen (18) years of age] When transporting three (3) or more children under three (3) years of age; When seven (7) or more children under five (5) years of age occupy the vehicle; When eighteen (18) or more children five (5) years of age or older occupy the vehicle. Driver + Two (2) Staff Members [One (1) of the additional Staff members must be at least eighteen (18) years of age] When eight (8) or more children under three (3) years of age occupy the vehicle with other children; When more than twenty (20) children under five years (5) of age occupy the vehicle with other children.	.36(5)(c) was renumbered to be .36(5)(b). This is a Core Rule.
591-1-1-.36(5)(d)	(5)(d) Staffing Requirements When Transporting More Than Thirty-Six (36) Children.	591-1-1-.36(5)(c)	(5)(c) Staffing Requirements When Transporting More Than Thirty-Six (36) Children.	.36(5)(d) was renumbered to be .36(5)(c).

