



Georgia Dept of Early Care and Learning

BRIGHT FROM THE START

2 Martin Luther King Jr. Drive SE, Suite 754, East Tower, Atlanta, GA 30334
1-833-4GA-CAPS (1-833-442-2277)

Brian P. Kemp
Governor

Amy M. Jacobs
Commissioner

October 27, 2021

Dear Child Care Provider,

In a letter dated October 4, 2021, I shared that we would record a webinar in which we would provide a more in-depth overview of the CAPS policy changes that went into effect October 1, 2021. That recorded webinar is now available for you to view and can be accessed by visiting <https://caps.dec.al.ga.gov/en/> and following the steps below:

1. Click on **Updates**
2. Click on **Webinars**
3. Click on **CAPS Policy and Quality Rated Updates Provider Webinar 10-22-21 (mp4)**

After viewing the webinar, please complete a short survey to share your feedback, including questions, comments, or areas that need clarifying. The survey can be accessed at <https://www.surveymonkey.com/r/QJTC75Z> and will be available **until November 15, 2021**.

For your reference, the policy changes effective October 1, 2021, are as follows:

- The CAPS/Quality Rated Guidelines and Requirements (Appendix II) was created as an addendum to the [CAPS Child Care Participating Providers Policy \(CAPS/00-11\)](#) and [CAPS Child Care Provider Rights and Responsibilities Policy \(CAPS/00-11\)](#).
- We revised the Quality Rated language to say that providers in CAPS/Quality Rated Provisional or Probationary Status will be enrolled in a Quality Rated Cohort Group as directed by Quality Rated. Licensed providers who choose not to participate in Quality Rated will be dismissed from the CAPS program. These policy changes can be viewed in [CAPS Participating Providers Policy \(CAPS/00-11\), section 11.4.2](#) and [CAPS Child Care Provider Rights and Responsibilities Policy, section 12.4.3](#).
- We added language to explain that the provider is responsible for submitting complete and accurate contact information, including email address. CAPS will use the provider's email address as the primary contact to communicate and send information. This policy change can be viewed in [CAPS Child Care Provider Rights and Responsibilities Policy, section 12.4.2](#).

NOTE: You will start receiving notifications regarding families enrolled in your program. The notifications will be generated and sent on behalf of DECAL and CAPS by, Georgia Gateway, the state's integrated eligibility system.

October 27, 2021

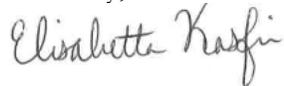
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Finally, please note that a formatting adjustment was made to CAPS policy section 12.4.8.5 October 21, 2021. If you accessed the CAPS policy manual before October 21, 2021, please go back to the policy manual and replace all versions with the current version.

Call 1-833-4GA-CAPS (1-833-442-2277) if you have questions or need additional information. To learn more about CAPS policies and procedures, visit <https://caps.decal.ga.gov/en/>.

Thank you for your continued commitment to serve Georgia children and their families.

Sincerely,

A handwritten signature in cursive script that reads "Elisabetta Kasfir".

Elisabetta Kasfir
Deputy Commissioner for Federal Programs