

	<b>Department of Human Services Online Directives Information System</b>	<b>Index: Revised: Next Review:</b>	<b>POL1707 4/01/2024 4/01/2026</b>
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**SUBJECT: FOLLOW UP INSPECTION**

**POLICY:**

It is the policy of Residential Child Care Licensing (RCCL) to conduct unannounced follow-up surveys at licensed facilities that receive a subsequent Category III violation or higher during a licensing inspection or investigation. All follow-up surveys will include a determination as to whether or not previously cited violations have been corrected within the time frame specified in the Plan of Correction.

**A. Authority**

[O.C.G.A. §§ 49-5-8](#)

**B. References**

- OIG-RCCU-TCS-POL Timeframes for Completing Surveys
- OIG-RCCU-CIF-POL Closing Inspection Files
- Guidance Form - RCCL Enforcement Matrix

**C. Applicability**

This policy applies to all RCCL staff and licensed Child Welfare Agencies.

**D. Definitions**

1. Child Welfare Agencies: Licensed Child-Caring Institutions (CCI), Child-Placing Agencies (CPA), Outdoor Child Caring Programs (OCCP), Children’s Transition Care Centers (CTCC), and Maternity Homes (MH).
2. Category I violation: A violation or combination of violations of licensing requirements which has caused death or serious physical or emotional harm to a person or persons in care or poses an imminent and serious threat or hazard to the physical or emotional health and safety of one or more persons in care.
3. Category II violation: A violation or combination of violations of licensing requirements that has a direct adverse effect on the physical or emotional health and safety of a person or persons in care.
4. Category III violation: A violation or combination of violations of licensing requirements which indirectly or over a period of time has or is likely to have an adverse effect on the physical or emotional health and safety of one or more persons in care, or a violation

or combination of violations of administrative, reporting, or notice requirements.

5. Initial violation: A violation that has not been previously cited within the past twenty-four months.
6. Subsequent violation: A violation or substantially similar violation that has been found and cited one other time during the past twenty-four months.
7. Repeat violation: A violation or substantially similar violation that has been found and cited two or more other times during the past twenty-four months.

#### **E. Responsibilities**

1. The RCCL Director is responsible for monitoring requirements for updating this policy.
2. The RCCL Publisher and the Training and Development Supervisor will update this policy according to state requirements.

#### **F. History**

Replaces Follow Up Inspections POL1707, last reviewed on 4/01/2024.

#### **G. Evaluation**

The RCCL Director, Program Director, Surveyor Manager and RCCL Surveyor Supervisors will evaluate this policy when:

1. Conducting monthly data analysis of RCCL reports.
2. Conducting random monthly quality assurance audits of survey reports.