

MEMORANDUM

TO: Child Care Providers

FROM: Legal Division, Georgia Department of Early Care and Learning

DATE: June 05, 2026

RE: New Requirement from Georgia Bureau of Investigation

The Georgia Bureau of Investigation (GBI) recently informed the Department of Early Care and Learning (DECAL) about a new requirement for providers to receive background check determination letters for your employees.

The new process requires that every program sign a form called the Georgia National Child Protection Act/Volunteers for Children Act (NCPA/VCA) Public Qualified Entity Certification Statement. This statement must be signed by both the owner and the director of the child care entity. The new statement will be available by July 1, 2026, in your DECAL KOALA account. After opening the statement, you will fill out the necessary information and then sign the form digitally in your KOALA account. You will then press a button in KOALA to send the completed signed statement to DECAL. DECAL will evaluate the statement and, if verified as correct, will send it to the GBI.

Not signing the NCPA/VCA Statement will prevent your program from receiving background check determination letters after July 1, 2026, and until the requirement has been fulfilled.

We will soon follow-up this memorandum with additional information.