



Bright from the Start Georgia Department of Early Care and Learning
2 Martin Luther King Jr. Drive SE, 670 East Tower
Atlanta, GA 30334

Phone: (404) 657-5562 WWW.DECAL.GA.GOV

Date: 11/13/2017 **VisitType:** Licensing Study

Arrival: 12:35 PM

Departure: 4:00 PM

CCLC-1085

Kids 'R Kids #18

4780 Morton Road Johns Creek, GA 30022 Fulton County
 (770) 751-3900 amy@krk18.com

Regional Consultant

LaQuita Clark

Phone: (706) 497-1536

Fax: (706) 688-0418

jennifer.taylor@decal.ga.gov

Mailing Address

Same

Quality Rated: No

Compliance Zone Designation			Compliance Zone Designation - A summary measure of a program's 12 month monitoring history, as it pertains to child care health and safety rules. The three compliance zones are good standing, support, and deficient. Good Standing - Program is demonstrating an acceptable level of performance in meeting the rules. Support - Program performance is demonstrating a need for improvement in meeting rules. Deficient - Program is not demonstrating an acceptable level of performance in meeting the rules.
11/13/2017	Licensing Study	Good Standing	
04/12/2017	Monitoring Visit	Good Standing	
03/21/2017	Complaint Closure	Good Standing	

Ratios/License Capacity

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Main	1L	Infants and One Year Olds	2	11	C	26	C	NA	NA	Nap, Floor Play, Diapering
Main	1R	Two Year Olds	1	10	C	23	C	NA	NA	Nap
Main	2L	One Year Olds and Two Year Olds	3	15	C	24	C	NA	NA	Nap
Main	2R	Three Year Olds	2	16	C	22	C	NA	NA	Nap
Main	3L back office		0	0	C	4	C	NA	NA	Not In Use
Main	3L Gym	PreK	4	37	C	47	C	66	C	Lunch
Main	3L Study		0	0	C	2	C	NA	NA	Not In Use
Main	3R	Four Year Olds	1	11	C	23	C	NA	NA	Nap
Main	4L		0	0	C	19	C	27	C	Not In Use
Main	4R		0	0	C	25	C	35	C	Not In Use
Main	Dining Room		0	0	C	26	C	36	C	Not In Use

Total Capacity @35 sq. ft.: 241

Total Capacity @25 sq. ft.: 288

Total # Children this Date: 100

Total Capacity @35 sq. ft.: 241

Total Capacity @25 sq. ft.: 288


Building	Playground	Playground Occupancy	Playground Compliance
Main	Play A	33	C
Main	Play B	105	C
Main	Play C	55	C

Comments

The purpose of this visit was to conduct a licensing study and to follow up on the previous visit from April 2017.

Plan of Improvement: Developed This Date 11/13/2017

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



Reminder: All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.

O.C.G.A. Section 42.1.12(i)(2) requires Bright from the Start: Georgia Department of Early Care and Learning to notify licensed child care programs on accessing and retrieving from the Georgia Bureau of Investigation's (GBI) website a list of the names and addresses of all registered sexual offenders. Please see GBI's website located at <http://gbi.georgia.gov> to access the Georgia Sex Offender Registry.

Refutation Process:

You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), e-mail the following information to CCSRefutations@dec.al.ga.gov.



- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://dec.al.ga.gov/ChildCareServices/RefutationInformation.aspx>

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.

Bright from the Start recommends that all licensed child care providers carry liability insurance coverage sufficient to protect its clients. If you do not have this liability insurance, you are required to post a notice with ½ inch letters in a conspicuous location in the program, notify the parent or guardian of each child in care in writing, obtain their signature to acknowledge receipt and maintain this written acknowledgment on file at the program at all times while the child attends the program and for 12 months after the child's last date of attendance. (O.C.G.A. Section 20-1A-4)

Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.ga.gov/>
 Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@dec.al.ga.gov

Amy V. Antonini-Brogan, Program Official

Date

LaQuita Clark, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Met

Comment

A variety of activities were observed. Current lessons plans were available.

Correction Deadline: 11/13/2017

591-1-1-.12 Equipment & Toys(CR)

Met

Comment

Observed-Variety Throughout Center. Equipment and furniture were observed to be appropriately secured.

591-1-1-.35 Swimming Pools & Water-related Activities(CR)

Met

Comment

No Swimming Activities Provided

Children's Records

Records Reviewed: 5**Records with Missing/Incomplete Components: 0**

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

591-1-1-.08 Children's Records**Met****Comment**

Observed-Records Complete/Well Organized

Facility

591-1-1-.19 License Capacity(CR)**Met****Comment**

Licensed Capacity Routinely Met

591-1-1-.25 Physical Plant - Safe Environment(CR)**Met****Comment**

Observation-No Hazards Accessible

591-1-1-.26 Playgrounds(CR)**Defer****Defer**

591-1-1-.26(8)- Previous citation has been deferred in that the playground was observed to be under construction on this date. Discussed with the director to ensure that the playground is clean and free of all litter and hazards once playground construction is completed.

POI (Plan of Improvement)

To ensure the cleanliness, sanitation and safety of the playground, the center will add more gravel or remove the tarp material.

Correction Deadline: 4/12/2017**Technical Assistance**

591-1-1-.26(9) - Discussed with the director to ensure that the playground is clean and free of all litter and hazards once playground construction is completed. Also discussed adding mulch to area near walkway on infant/toddler playground to avoid potential tripping hazard. Minimal roots were observed to be exposed, please ensure that they are painting a bright color or removed.

Correction Deadline: 11/13/2017**Food Service**

591-1-1-.15 Food Service & Nutrition**Met****Comment**

Feeding plans were observed to be updated as required.

591-1-1-.18 Kitchen Operations**Met****Comment**

Kitchen Appears Clean/Well Organized

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)**Met****Comment**

Observed-Proper Diapering

591-1-1-.17 Hygiene(CR)**Met****Comment**

Observed-Staff Remind Children Wash Hand

591-1-1-.20 Medications(CR)**Not Met****Finding**

591-1-1-.20(3) requires the Center to maintain a record of medication dispensed that includes the date, time and amount of medication, any noticeable adverse reaction, and the signature or initials of the person administering the medication. It was determined, based on an observation of medication documentation, that staff were not in the practice of completing the record in its entirety.

A medication authorization form requested that medication was to be administered October 30-November 6, 2017, the medication was not documented as being administered on November 1, 2017 and November 6, 2017.

POI (Plan of Improvement)

To ensure completion of medication records, the center will ensure that administration of medication is documented appropriately. If the medication is not brought to the center or if the parent requests that the medication is stopped, please document as necessary.

Correction Deadline: 11/13/2017**Recited on 11/13/2017**

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Met****Comment**

Discussed adding lockdown drills to emergency drill log and conducting every six months.

Correction Deadline: 11/18/2017

Safety

591-1-1-.11 Discipline(CR)**Met****Comment**

Observed-Discussion/Redirection

591-1-1-.13 Field Trips(CR)**Met****Comment**

Observed-Complete Documentation

591-1-1-.36 Transportation(CR)**Not Met****Comment**

Vehicles were observed to be in good repair with operable fire extinguishers and complete first aid kits. Transportation was observed to be conducted on this date. Proper transportation procedures were observed.

Finding

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each 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. It was determined, based on observation of transportation documentation, that transportation training was not on file for two staff participating in transportation.

POI (Plan of Improvement)

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

Correction Deadline: 11/23/2017

Sleeping & Resting Equipment

Comment

Mats and cribs were observed in good repair. Staff were observed to follow safe sleep procedures.

Staff Records**Records Reviewed: 24****Records with Missing/Incomplete Components: 5**

Staff # 1	Met
Date of Hire: 08/11/2016	
Staff # 2	Met
Date of Hire: 11/08/1993	
Staff # 3	Met
Date of Hire: 04/15/2013	
Staff # 4	Met
Date of Hire: 08/04/2014	
Staff # 5	Met
Date of Hire: 08/13/2001	
Staff # 6	Not Met
Date of Hire: 11/09/2016	
<u>"Missing/Incomplete Components"</u>	
.33(4)-1st Yr. Training - 10 hrs.,.33(3)-Health & Safety Certificate	
Staff # 7	Met
Date of Hire: 11/06/2017	
Staff # 8	Not Met
Date of Hire: 05/13/1991	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 9	Met
Date of Hire: 10/09/2017	
Staff # 10	Not Met
Date of Hire: 09/06/2016	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate,.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 11	Met
Date of Hire: 03/05/2003	

Records Reviewed: 24**Records with Missing/Incomplete Components: 5**

Staff # 12 Date of Hire: 09/26/2016	Met
Staff # 13 Date of Hire: 05/22/2017	Met
Staff # 14 Date of Hire: 11/08/1993	Met
Staff # 15 Date of Hire: 08/02/2017	Met
Staff # 16 Date of Hire: 02/19/2007	Met
Staff # 17 Date of Hire: 11/08/1993	Met
Staff # 18 Date of Hire: 06/26/2017	Met
Staff # 19 Date of Hire: 08/13/2013 <u>"Missing/Incomplete Components"</u> .36(3)(a-b)-2 hrs. Transportation Training missing	Not Met
Staff # 20 Date of Hire: 03/20/2006	Met
Staff # 21 Date of Hire: 10/10/2017	Met
Staff # 22 Date of Hire: 08/04/2003	Met
Staff # 23 Date of Hire: 11/06/2017	Met
Staff # 24 Date of Hire: 04/20/1998 <u>"Missing/Incomplete Components"</u> .36(3)(a-b)-2 hrs. Transportation Training missing	Not Met

Staff Credentials Reviewed: 24

591-1-1-.09 Criminal Records Check(CR)**Met****Comment**

The director provided seven files for staff hired since the previous visit. The consultant discussed with the director the process for obtaining comprehensive records checks for all staff.

Correction Deadline: 4/12/2017**Corrected on 11/13/2017****.09(1)(d) - Previous citation has been corrected in that complete records checks were observed on file.****Correction Deadline: 4/12/2017****Corrected on 11/13/2017****.09(1)(e) - Previous citation has been corrected in that complete records checks were observed on file.**

591-1-1-.14 First Aid & CPR**Met****Comment**

Observed over 50% Certified First Aid & CPR. Please ensure that staff obtain first aid and CPR within 90 days of hire.

591-1-1-.33 Staff Training**Not Met****Finding**

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined, based on review of training documentation, that health and safety orientation training was not on file for three staff members.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

Correction Deadline: 12/13/2017**Comment**

Please ensure that new staff obtain health and safety orientation training within 90 days of hire.

Finding

591-1-1-.33(4) requires all Staff who provide any direct care to children, except independent contractors, Students-in-Training and volunteers, to 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. It was determined, based on review of training documentation that first year training was not on file for one staff member.

POI (Plan of Improvement)

The Center will plan and schedule training and follow up to ensure that direct care Staff complete the required hours of training in the required subjects.

Correction Deadline: 12/13/2017

591-1-1-.31 Staff(CR)**Met****Comment**

Staff were observed to comply with applicable regulations on this date.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)**Met**

Comment

Observed-Appropriate Staff:Child Ratios

591-1-1-.32 Supervision(CR)

Met

Comment

Observed-Adequate Supervision