



**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:** 11/19/2019 **VisitType:** Monitoring Visit

**Arrival:** 11:10 AM

**Departure:** 2:15 PM

**CCLC-12206**

**Kid Central**

2240 Keith Bridge Rd. Cumming, GA 30040 Forsyth County  
(770) 888-4344 kidcentral@bellsouth.net

**Regional Consultant**

Mandi Sloan

Phone: (770) 357-5097

Fax: (770) 357-5098

mandi.sloan@dec.al.gov

**Mailing Address**

Same

**Quality Rated:**

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
11/19/2019	Monitoring Visit	Good Standing	
07/11/2019	POI Follow Up	Good Standing	
06/13/2019	Licensing Study	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 Bldg	1L	Three Year Olds and Four Year Olds	1	14	C	15	C	NA	NA	Free Play, Transitioning	
Main Bldg	1R	One Year Olds	2	10	C	12	C	NA	NA	Feeding, Floor Play	
Main Bldg	2LF	PreK	2	19	C	19	C	27	C	Outside, Transitioning	
Main Bldg	2R	Infants and One Year Olds	2	9	C	12	C	NA	NA	Floor Play, Feeding	
Main Bldg	3LF	PreK	2	19	C	19	C	27	C	Transitioning, Outside	
Main Bldg	3R		0	0	C	20	C	NA	NA		
Main Bldg	4LF	Two Year Olds and Three Year Olds	2	21	C	29	C	NA	NA	Transitioning, Lunch	
Main Bldg	4R	One Year Olds and Two Year Olds	3	23	C	28	C	NA	NA	Lunch, Transitioning	
Total Capacity @35 sq. ft.:			154			Total Capacity @25 sq. ft.:					174
Modular Unit	Modular Unit		0	0	C	20	C	NA	NA		
Total Capacity @35 sq. ft.:			20			Total Capacity @25 sq. ft.:					174


<b>Building</b>	<b>Playground</b>	<b>Playground Occupancy</b>	<b>Playground Compliance</b>
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**Comments**

The purpose of today's visit is to conduct a Monitoring Visit and to follow up on citations from a previous visit conducted on July 11, 2019.

Plan of Improvement: Developed This Date 11/19/2019

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).

	<p>Please refer to the website, <a href="http://www.dec.state.ga.us/CCS/Regulations.aspx">http://www.dec.state.ga.us/CCS/Regulations.aspx</a>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,</p> <ul style="list-style-type: none"><li>• New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry</li><li>• New clearance is required at least once every five years</li><li>• Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance</li><li>• All staff members are required to have completed at least a national fingerprint based clearance check</li><li>• Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance</li><li>• Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee</li></ul>
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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.

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**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.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 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.state.ga.us/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.

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**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).

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>  
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.state.ga.us](mailto:qualityrated@dec.state.ga.us)

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Wendy Glass, Program Official

Date

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Mandi Sloan, Consultant

Date



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### Findings Report

**Date:** 11/19/2019 **VisitType:** Monitoring Visit

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The following information is associated with a Monitoring Visit:

#### Activities and Equipment

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

**Met**

**Comment**

A variety of equipment and toys were observed throughout the center.

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

**Met**

**Comment**

Center does not provide swimming activities.

#### Facility

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

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

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

**Met**

**Comment**

Center appears clean and well maintained.

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

**Met**

**Comment**

Playground observed to be clean and in good repair.

#### Health and Hygiene

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

**Met**

**Comment**

Staff state proper knowledge of diapering procedures.

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

Staff were observed to remind children to wash hands.

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**591-1-1-.20 Medications(CR)****Met****Comment**

Documentation for medication dispensing observed complete.

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**Policies and Procedures**

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**591-1-1-.21 Operational Policies & Procedures****Not Met****Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on review of records that the program has not conducted a lock down drill for other emergency situations.

**POI (Plan of Improvement)**

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

**Correction Deadline: 11/24/2019**

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**Safety**

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

Staff were observed to maintain a positive learning environment on this date.

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**591-1-1-.36 Transportation(CR)****Met****Comment**

Complete documentation of transportation observed.

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**Sleeping & Resting Equipment**

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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****Comment**

Pleasant naptime environment observed.

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**Staff Records**

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**Records Reviewed: 11****Records with Missing/Incomplete Components: 2**

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Staff # 1

Met

Date of Hire: 12/12/2017

Staff # 2

Met

Date of Hire: 08/15/2005

Staff # 3

Not Met

Date of Hire: 06/12/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.09-Criminal Records Check Dissatisfied

Staff # 4 Met

Date of Hire: 12/18/2019

Staff # 5 Met

Date of Hire: 03/21/2005

Staff # 6 Met

Date of Hire: 07/23/2018

Staff # 7 Not Met

Date of Hire: 08/01/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Dissatisfied

Staff # 8 Met

Date of Hire: 08/12/2013

Staff # 9 Met

Date of Hire: 01/18/2017

Staff # 10 Met

Date of Hire: 07/27/2018

Staff # 11 Met

Date of Hire: 09/05/2017

**Staff Credentials Reviewed: 7****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on review of records that staff member #6, date of hire June 12, 2019, was present at the center without a valid and current satisfactory Comprehensive Records Check Determination on file. Staff member #6 was observed to be present in classroom 4 Left with a second staff member with a satisfactory Comprehensive Records Check Determination and caring for approximately 19 two-year-old and three-year-old children. The consultant also verified via KOALA Outback that staff member #6 submitted an application to the Department on July 5, 2019. A one-day letter was left on this date.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will ensure the CRC rules are maintained.

**Correction Deadline: 11/19/2019**

**Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on review of records that staff member # 22 was observed present at the center without a determination letter that was electronically ported in DECAL KOALA. This individual was a private therapist who was present to provide services to a three year-old child. Consultant assisted program in electronically porting this individual into DECAL KOALA.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will ensure CRC rules are maintained.

**Correction Deadline: 11/19/2019**

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**591-1-1-.33 Staff Training**

**Met**

**Correction Deadline: 7/13/2019**

**Corrected on 11/19/2019**

**.33(3) - The previous citation was corrected on this date at health and safety training was observed to be complete. One new employee with a date of hire of April 11, 2019 was observed to have completed health and safety training within the first 90 days of employment.**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.31(2)(b)2. - Consultant discussed with provider to ensure that designated lead caregivers meet the minimum academic requirements and qualifying experience at the time of employment.

**Correction Deadline: 11/19/2019**

**Staffing and Supervision**

**Technical Assistance**

591-1-1-.32(4) - Consultant discussed with provider to ensure that children under three years old are housed in separate physical areas from the older children in Room 4 Left except for specified times and circumstances.

**Correction Deadline: 11/19/2019**

**Comment**

Adequate supervision observed on this date.