



**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: 1/17/2019 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 3:30 PM

CCLC-36536

Kids in Action Learning Center

2380 Barge Road, SW Atlanta, GA 30331 Fulton County
(404) 349-3602 rndumas@att.net

Regional Consultant

Michelle Smith

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Mailing Address
Same

Quality Rated: ★

Compliance Zone Designation		
01/17/2019	Licensing Study	Good Standing
08/14/2018	Monitoring Visit	Good Standing
03/29/2018	Complaint Closure	Good Standing

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.

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	C- Infants	Infants	1	6	C	12	C	NA	NA	Floor Play
Main	D- 3's	One Year Olds and Three Year Olds	2	23	C	23	C	NA	NA	Transitioning, Outside, Lunch
Main	E- 4 & up	Four Year Olds	1	17	C	23	C	NA	NA	Free Play, Centers
Main	Rm. B- 2's	Two Year Olds	1	10	C	14	C	NA	NA	Centers, Floor Play
Main	Rm.A- 12mth-23mth	One Year Olds	1	8	C	14	C	NA	NA	Centers, Floor Play
Total Capacity @35 sq. ft.: 86						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 64			Total Capacity @35 sq. ft.: 86			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A- All Ages	109	C

Comments

The purpose of this visit was to conduct a Licensing Study as follow up to the visit conducted on August 14, 2018. Consultant discussed and reviewed report with Center Director on this date.

Plan of Improvement: Developed This Date 01/17/2019

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).



Please refer to the website, <http://www.dec.state.ga.us/CCS/RulesAndRegulations.aspx>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- 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
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- 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
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

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.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.

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

Dumas Kenya, Program Official

Date

Michelle Smith, Consultant

Date



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Findings Report

Date: 1/17/2019 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 3:30 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.12 Equipment & Toys(CR)**Not Met****Comment**

Consultant observed a variety of equipment and toys throughout the center.

Finding

591-1-1-.12(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. It was determined based on Consultant observation that one (1) 12 inch television was not properly secured to a base, in Room A- 12month-24 months Classroom, which posed a pull or push over hazard to children.

POI (Plan of Improvement)

The Center will ensure that the television and any other such existing or future items are secured adequately and will have a system for checking these for stability.

Correction Deadline: 1/17/2019

591-1-1-.35 Swimming Pools & Water-related Activities(CR)**N/A****Comment**

Center Administrator stated that the center does not provide swimming activities.

Children's Records

Records Reviewed: 5**Records with Missing/Incomplete Components: 2**

Child # 1

Not Met

"Missing/Incomplete Components"

.08(1)-Allergies and Disabilities

Child # 2

Met

Child # 3	Met
Child # 4	Met
Child # 5	Not Met

"Missing/Incomplete Components"

.08(1)(c)-Keep center advised of change in Phone Numbers,.08(1)(c)-Keep center advised of change in Family Physicians,.08(1)(c)-Keep center advised of change in Work Locations,.08(1)(c)-Keep center advised of change inEmergency Contact

591-1-1-.08 Children's Records

Not Met

Finding

591-1-1-.08(1)(b) requires Center Staff to maintain a file for each child that includes parental authorizations, including, but not limited to, written authorization for the Center to obtain emergency medical care for the child when the Parent is not available. It was determined based on review of records that one (1) child did not have a completed Food and Allergy Acknowledgment signed by a parent or guardian. In addition one (1) child did not have a completed and signed Parent Agreement on file this date.

POI (Plan of Improvement)

The Center will develop and follow a system to place and maintain all types of parental authorizations in these files.

Correction Deadline: 1/17/2019

	Facility
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591-1-1-.06 Bathrooms

Met

Comment

Ensure bathroom light bulbs/ lighting unit is replaced with brighter lights in the E-4 & Up Classroom.

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)

Not Met

Finding

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on Consultant observation that children's foam hand wash, lotion, hand sanitizer, and strawberry flavored Chapstick was present in one (1) child's back pack in Room-B-2's which posed a hazard to children in care.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff and Parents about hazardous items and the safe storage of those items.

Correction Deadline: 1/17/2019

Technical Assistance

591-1-1-.25(8) - Consultant discussed with Center Director to ensure electrical outlets in C- Infants, and E-4 & Up Classrooms are covered with caps when not in use. In addition to ensure that chairs are not stacked while children are moving throughout the classroom space.

Correction Deadline: 1/17/2019

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

591-1-1-.26(4) - Consultant discussed with Center Director to ensure that the entrance and exit gap in the far left of Playground fence should remain less than 3 inches to prevent possible entrapments while children are in care.

Correction Deadline: 1/17/2019**Technical Assistance**

591-1-1-.26(8) - Consultant discussed with Center Director to continuously monitor erosion of resilient surface under the far right swing located on the Main Playground. In addition to excessive leaves and pine straw should be blown off the Playground.

Correction Deadline: 1/27/2019

Food Service

591-1-1-.15 Food Service & Nutrition**Technical Assistance****Technical Assistance**

591-1-1-.15(5) - Consultant discussed with Center Director to ensure that meals that are served to children correspond with the posted menu. In addition to ensure that meal changes are documented on posted menus.

Correction Deadline: 1/17/2019

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

Kitchen appears clean and well organized.

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)**Not Met****Finding**

591-1-1-.10(4) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined based on Consultant observation that one (1) diaper changing surface was not smooth, containing minor porous dimple holes on the entire surface which prevents the surface from being properly cleaned, with a disinfectant after diapering each child.

POI (Plan of Improvement)

The Center will ensure there is a smooth, nonporous changing surface that has a guard or rails for safety in each classroom that houses children wearing diapers. Center Staff will be trained and have adequate supplies to properly clean the diaper changing surface between each diaper change.

Correction Deadline: 1/31/2019

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

Consultant observed Center Staff to remind children to wash hands.

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

591-1-1-.20(4) requires the Center to keep medication in a cabinet or container that is locked or otherwise not accessible to the children and to be stored separate from cleaning chemicals, supplies or poisons. Medications requiring refrigeration shall be placed in a leak-proof container in a refrigerator that is not accessible to the children. It was determined based on Consultant observation in Room-A- 12months-23 months; in one (1) child's back pack, two (2) Epi Pens, one (1) Fluticasone, one (1) bottle of Children's Motrin, one (1) Aerosol Inhaler dispenser, and one (1) Triamcinolone Ointment which posed hazards to children in care.

POI (Plan of Improvement)

The Center will train Staff on the safe and proper storage of medication and monitor to ensure that the rule is met.

Correction Deadline: 1/17/2019

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures

Technical Assistance

Technical Assistance

591-1-1-.21(3) - Consultant discussed with Center Director to ensure that Tornado, and lock Down drills are conducted every 6 months as required by the Department.

Correction Deadline: 1/22/2019

Safety

591-1-1-.05 Animals

Met

Comment

Center does not keep animals on premises.

591-1-1-.11 Discipline(CR)

Met

Comment

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

591-1-1-.13 Field Trips(CR)

Met

Comment

Center Director stated that the Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)

Technical Assistance

Comment

A current/completed inspection dated August 24, 2018 was observed for bus (tag # PTA 1901) used in transporting children this date.

Comment

Consultant observed Complete documentation of transportation for the weeks of January 7, 2019 thru January 17, 2019.

Comment

The vehicle had an approved fire extinguisher and complete first aid kit on this date.

Technical Assistance

591-1-1-.36(4)(b) - Consultant discussed with Center Director to ensure that bus seats are smooth, repairing minor rips on interior.

Correction Deadline: 1/18/2019

Sleeping & Resting Equipment

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

Not Met

Comment

Consultant observed nine (9) cribs to meet the Consumer Product Safety Commission (CPSC), and the American Society for Testing Materials International (ASTM) on this date. In addition Consultant discussed SIDS and infant sleeping position with Center Staff.

Finding

591-1-1-.30(1)(b)2 requires that cots and mats are used by the same child daily and marked for individual use. It was determined based on observation in Room -A 12 months-23 months, that one (1) one-year-old child was sleep on the floor without a cot or mat for more than 15 minutes.

POI (Plan of Improvement)

Center Staff will ensure that children are immediately moved to their individual assigned cot while falling asleep or while sleeping.

Correction Deadline: 1/17/2019

Staff Records

Records Reviewed: 10

Records with Missing/Incomplete Components: 2

Staff # 1	Met
Date of Hire: 08/21/2014	
Staff # 2	Met
Date of Hire: 12/11/2008	
Staff # 3	Met
Date of Hire: 01/02/2019	
Staff # 4	Met
Date of Hire: 12/01/2015	
Staff # 5	Not Met
Date of Hire: 09/28/2018	
<u>"Missing/Incomplete Components"</u>	
.31(2)(b)2.-Staff Qualifications-Education Missing	
Staff # 6	Met
Date of Hire: 01/01/2013	
Staff # 7	Met
Date of Hire: 03/08/2008	
Staff # 8	Met
Date of Hire: 02/07/2014	
Staff # 9	Not Met
Date of Hire: 07/22/2016	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training,.31(2)(b)2.-Staff Qualifications-Education Missing	
Staff # 10	Met
Date of Hire: 10/24/2016	

Staff Credentials Reviewed: 10

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)**Technical Assistance****Comment**

Consultant observed 10 of 10 Center Employees to have valid and completed Satisfactory Criminal Records Check Determination letters issued by our Department on file this date.

Technical Assistance

591-1-1-.09(1)(j) - Consultant discussed with Center Director to ensure that the owner posts Satisfactory Comprehensive Criminal Records Check Determination to all of the Centers to ensure that background checks are available upon request.

Correction Deadline: 1/17/2019

591-1-1-.09 Criminal Records Check(CR)**Met****Correction Deadline: 8/14/2018****Corrected on 1/17/2019**

.09(1)(a) - Consultant reviewed records, and observed the owner to have a valid Satisfactory Comprehensive Criminal Records Check issued by our Department on this date.

Correction Deadline: 8/14/2018**Corrected on 1/17/2019**

.09(1)(i) - Consultant observed 10 of 10 Center Employees to have valid and current Satisfactory Comprehensive Criminal Records Check Determination letters on file.

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

Evidence observed of 50% of center staff certified in First Aid and CPR.

Correction Deadline: 2/17/2019**Corrected on 1/17/2019**

.14(1) - Consultant observed Center Director to have a valid evidence of First Aid/CPR completed, with an expiration date of December, 2019.

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

591-1-1-.33(1) requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task. It was determined based on a review of records that one (1) of 10 staff member did not have evidence of required 10-hours of annual training for 2018 completed and on file.

POI (Plan of Improvement)

The Center will develop and provide scheduling to ensure that all annual training are complete and on file.

Correction Deadline: 4/17/2019**Recited on 1/17/2019**

591-1-1-.31 Staff(CR)**Met****Correction Deadline: 9/3/2018****Corrected on 1/17/2019**

.31(2)(c) - Consultant reviewed records and observed one out of four lead teachers to have a completed and valid Child Development Associates (CDA) on file this date.

Correction Deadline: 8/14/2018**Corrected on 1/17/2019**

.31(8)(b) - Consultant observed children to have adequate supervision, and compliant with staff; child ratios.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)**Not Met****Finding**

591-1-1-.32(4) requires that children under three years old be housed in separate physical areas from older children and cannot be mixed with older children except at specified times and circumstances. It was determined based on observation in D-3's Classroom that one (1) 21- month old was housed with 22; 3- year- old children on this date

POI (Plan of Improvement)

The Center will maintain separation of these children under three years old.

Correction Deadline: 1/17/2019

591-1-1-.32 Supervision(CR)**Technical Assistance****Technical Assistance**

591-1-1-.32 - Consultant discussed with Center Director to ensure that Center Staff supervise all children while transitioning from one activity to the next. In addition to ensure that all children are supervised while transitioning to the restroom.