



**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:** 12/19/2019 **VisitType:** Initial Licensing Study **Arrival:** 9:10 AM **Departure:** 4:00 PM

**CCLC-52189**

**Kids Harbor of Hamilton Mill**

2852 Hog Mountain Road Dacula, GA 30019 Gwinnett County  
(770) 831-5454 director.hamiltonmill@kids-harbor.com

**Regional Consultant**

Neli Todorova

Phone: (770) 359-5167

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neli.todorova@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>		
12/19/2019	Initial Licensing Study	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	A-1L-Infants & 1's	One Year Olds	2	10	C	12	C	NA	NA	Free Play
Main	B-2L-3's		0	0	C	20	C	28	C	
Main	C-3L-1's & 2's	Two Year Olds	2	10	C	15	C	NA	NA	Free Play
Main	D-4L-4's & 5's	Four Year Olds and Five Year Olds	1	10	C	20	C	27	C	Centers
Main	E-5L-4's & 5's	Five Year Olds	2	20	C	24	C	34	C	Outside
Main	F-6L-4's & Up		0	0	C	25	C	34	C	
Main	G-7L-4's & Up		0	0	C	24	C	33	C	
Main	H-8R-4's & Up		0	0	C	25	C	35	C	
Main	I-7R-4's & Up		0	0	C	25	C	35	C	
Main	J-6R-3's	Three Year Olds	1	10	C	25	C	35	C	Centers
Main	K-5R-3's	Three Year Olds	2	11	C	19	C	26	C	Centers
Main	L-4R-4's & Up	Five Year Olds	1	12	C	14	C	20	C	Snack
Main	M-3R-2's	Two Year Olds	2	12	C	17	C	NA	NA	Transitioning
Main	N-2R-2's	Two Year Olds	2	15	C	19	C	NA	NA	Circle Time
Main	O-1R-Infants	Infants	2	8	C	12	C	NA	NA	Floor Play,Nap

Total Capacity @35 sq. ft.: 296

Total Capacity @25 sq. ft.: 382

Total # Children this Date: 118

Total Capacity @35 sq. ft.: 296

Total Capacity @25 sq. ft.: 382

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A-Front L-Infants,1's	14	C
Main	Playground B-Special use-Garden	36	C
Main	Playground C-Back L-4's & Up	88	C
Main	Playground D-Back R-4's & Up	140	C
Main	Playground E- Right Middle-3's	124	C
Main	Playground F-Special use-Splash	18	C
Main	Playground G-Front R-2's	33	C

**Comments**

Permanent License was not issued on this date pending Fire Marshall and Building Certificate of Occupancy. The facility has Liability Insurance.

Permanent License issued on January 6, 2020.

Plan of Improvement: Developed This Date 12/19/2019

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).



Please refer to the website, <http://www.decal.ga.gov/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

You have received permission to operate and the form received with this report is intended to serve as a temporary license which is **valid for thirty(30) days**. Your actual license/ will be emailed to you upon receipt of the licensing fee. You may pay the licensing fee either online at <http://www.decal.ga.gov/> or by certified check or money order mailed to: Bright from the Start, 2 Martin Luther King Jr. Drive SE, Suite 670 East Tower, Atlanta, GA 30334

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.al.ga.gov](mailto: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.

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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.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](mailto:qualityrated@dec.al.ga.gov)

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Terri Wilson, Program Official

Date

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Neli Todorova, Consultant

Date



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**Findings Report**

**Date:** 12/19/2019 **VisitType:** Initial Licensing Study

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The following information is associated with a Initial Licensing Study:

**Activities and Equipment**

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

**Not Met**

**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 observation that there were unsecured computer monitors in classrooms H-4R, D-4L, F-6L, G-7L, H-8R, I-7R. Additionally, there was a flat screen television placed on top of children's cubbies in room L.

**POI (Plan of Improvement)**

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

**Correction Deadline: 12/26/2019**

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

**Met**

**Comment**

On this date, the Center Director/Administrator stated that the program will not participate in Swimming activities. Consultant discussed Swimming requirements with Center Director/Administrator, prior to the visit and on this date. Consultant also stated to Center Director/Administrator that prior to participating in Swimming activities, in water two (2) feet in depth or greater, the Center is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review Swimming Rules.

**Facility**

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

**Met**

**Comment**

Discussed 25 square feet rule.

**Comment**

Licensed capacity observed to be routinely met by center.

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

No hazards observed accessible to children on this date.

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

Discussed maintenance of resilient surface. Please fluff and redistribute.

**Comment**

Discussed with the Director to provide documentation for the resilient surface under the big slide structure.

**Comment**

Playground observed to be clean and in good repair.

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**Food Service**

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

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk  
5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk  
2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

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**Health and Hygiene**

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

Proper diapering procedures observed.

**Technical Assistance**

591-1-1-.10(4) - Please ensure that all diapering surfaces are smooth.

**Correction Deadline: 12/19/2019**

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

Proper hand washing observed throughout the center.

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

Documentation for medication dispensing observed complete.

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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.

**Comment**

A current/completed inspection was observed for all vehicles used in transporting children this date.

**Comment**

Complete documentation of transportation observed.

**Sleeping & Resting Equipment**

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

Technical Assistance

**Comment**

Discussed SIDS and infant sleeping position.

**Comment**

On this date, Consultant observed 26 of 26 cribs that will be used for sleeping and resting, to meet Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials International (ASTM) safety standards. Consultant also discussed all Infant Safe Sleeping and Resting requirements with Center Director and Owner, prior to the visit and on this date. Further, Consultant observed the correct number of cots, sheets and covers, and discussed cot disinfecting requirements with Center Director/Owner on this date. The correct number of mats, sheets and blankets were observed on this date.

**Technical Assistance**

591-1-1-.30(1)(d) - Please ensure that there is at least 12 inch distance between the cribs.

**Correction Deadline: 12/19/2019**

**Staff Records**

**Records Reviewed: 22**

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

Staff # 1	Met
Date of Hire: 08/01/2016	
Staff # 2	Met
Date of Hire: 02/28/2019	
Staff # 3	Met
Date of Hire: 07/30/2019	
Staff # 4	Met
Date of Hire: 08/28/2017	
Staff # 5	Met
Date of Hire: 08/15/2019	
Staff # 6	Met
Date of Hire: 12/04/2019	
Staff # 7	Met
Date of Hire: 05/15/2017	
Staff # 8	Met

Date of Hire: 10/21/2019

Staff # 9 Met

Date of Hire: 09/26/2016

Staff # 10 Met

Date of Hire: 05/10/2017

Staff # 11 Met

Date of Hire: 07/30/2019

Staff # 12 Met

Date of Hire: 11/26/2018

Staff # 13 Met

Date of Hire: 08/01/2016

Staff # 14 Met

Date of Hire: 12/30/2013

Staff # 15 Met

Date of Hire: 03/13/2019

Staff # 16 Met

Date of Hire: 12/05/2018

Staff # 17 Met

Date of Hire: 07/17/2019

Staff # 18 Met

Date of Hire: 04/08/2014

Staff # 19 Met

Date of Hire: 08/25/2015

Staff # 20 Met

Date of Hire: 07/29/2019

Staff # 21 Met

Date of Hire: 12/09/2013

Staff # 22 Met

Date of Hire: 12/09/2013

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**Staff Credentials Reviewed: 17**

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

Criminal record checks were observed to be complete.

**Comment**

Please ensure that applicants/staff are listing exact dates (including month/day/year) on 10 year work history form in order to determine any breaks in service from the child care industry.

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

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

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

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Comment**

Center observed to maintain appropriate staff:child ratios.

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**591-1-1-.32 Supervision(CR)****Met****Comment**

A supervision plan was created on this date for diapering tables facing the wall and supervision on the playground.

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.