



**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

**Cover Sheet**

**Date:** 3/1/2022      **VisitType:** Monitoring Visit

**Arrival:** 10:00 AM      **Departure:** 11:30 AM

**CCLC-31265**

**Camden Academy**

5415 Settingdown Rd. Cumming, GA 30041 Forsyth County  
 (678) 455-9292 brittani@camdenacademy.com

**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.
03/01/2022	Monitoring Visit	Good Standing	
07/15/2021	Licensing Study	Good Standing	
01/12/2021	Monitoring Visit	Good Standing	

**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 - Infant Suite 1	Infants and One Year Olds	2	9	C	16	C	NA	NA	Floor Play, Feeding
Main	B - Infant Suite 2	Infants	1	6	C	15	C	NA	NA	Nap, Floor Play
Main	C - Toddler Suite 1	One Year Olds	2	13	C	17	C	NA	NA	Floor Play
Main	D - Toddler Suite 2	One Year Olds and Two Year Olds	2	13	C	21	C	NA	NA	Free Play, Transitioning
Main	E - Preschool Suite 1	Four Year Olds	1	18	C	23	C	NA	NA	Centers
Main	F - Preschool Suite 2	Four Year Olds	1	18	C	21	C	NA	NA	Centers
Main	G - Preschool Suite 3	Four Year Olds	2	18	C	21	C	NA	NA	Centers
Main	H - Preschool Suite 4	Three Year Olds	1	15	C	20	C	NA	NA	Art
Main	I - Preschool Suite 5	Two Year Olds	2	15	C	21	C	NA	NA	Outside, Transitioning
Main	J - Middle Back	Four Year Olds	1	16	C	17	C	NA	NA	Transitioning, Circle Time
Main	L - Afterschool		0	0	C	40	C	NA	NA	Not In Use
Main	M - Kindergarten Room		0	0	C	17	C	NA	NA	Not In Use

Total Capacity @35 sq. ft.: 249

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 141

Total Capacity @35 sq. ft.: 249

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	PGR- Infant/Toddler	20	C
Main	PGR- Preschool	101	C
Main	PGR- Toddler Right	22	C

**Comments**

The purpose of today's visit was to conduct a monitoring visit.

Plan of Improvement: No Plan Developed

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/Regulations.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



**Important Quality Rated/CAPS Update:**

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

**Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us) for more information. Free technical assistance is available!**

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), do the following:

- 1) Log into DECAL KOALA [www.decalkoala.com](http://www.decalkoala.com) with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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)

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Brittani Ramirez, Program Official    Date

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Mandi Sloan, Consultant    Date



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### Findings Report

**Date:** 3/1/2022    **VisitType:** Monitoring Visit    **Arrival:** 10:00 AM    **Departure:** 11:30 AM

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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**

Discussed rotating toys to support the procedures of daily disinfecting.

**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**

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-.05 Animals** **Met**

**Comment**

Center does not keep animals on premises.

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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-.13 Field Trips(CR)** **Met**

**Comment**

Center does not participate in field trips at this time.

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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: 28**

**Records with Missing/Incomplete Components: 1**

Staff # 1	Met
Date of Hire: 08/29/2011	
Staff # 2	Met
Date of Hire: 04/19/2016	
Staff # 3	Met
Date of Hire: 06/21/2021	
Staff # 4	Met
Date of Hire: 11/02/2020	
Staff # 5	Not Met
Date of Hire: 12/01/2021	

"Missing/Incomplete Components"

## .09-Criminal Records Check Dissatisfied

Staff # 6 Date of Hire: 06/19/2018	Met
Staff # 7 Date of Hire: 10/02/2017	Met
Staff # 8 Date of Hire: 11/08/2021	Met
Staff # 9 Date of Hire: 05/12/2021	Met
Staff # 10 Date of Hire: 02/15/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 11 Date of Hire: 07/15/2015	Met
Staff # 12 Date of Hire: 12/04/2019	Met
Staff # 13 Date of Hire: 05/17/2018	Met
Staff # 14 Date of Hire: 11/23/2020	Met
Staff # 15 Date of Hire: 01/28/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 16 Date of Hire: 05/03/2021	Met
Staff # 17 Date of Hire: 10/25/2021	Met
Staff # 18 Date of Hire: 02/07/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 19 Date of Hire: 12/19/2019	Met

**Records Reviewed: 28****Records with Missing/Incomplete Components: 1**

Staff # 20 Date of Hire: 12/03/2021	Met
Staff # 21 Date of Hire: 08/17/2015	Met
Staff # 22 Date of Hire: 08/07/2010	Met
Staff # 23 Date of Hire: 01/27/2020	Met
Staff # 24 Date of Hire: 05/13/2016	Met
Staff # 25 Date of Hire: 07/28/2020	Met
Staff # 26 Date of Hire: 10/27/2021	Met
Staff # 27 Date of Hire: 05/30/2017	Met
Staff # 28 Date of Hire: 08/27/2018	Met

**Staff Credentials Reviewed: 6****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 a review of records that the center did not ensure that every Employee has a valid and satisfactory Comprehensive Records Check Determination prior to being present at the center as staff person # 5 with a documented date of hire of December 1, 2021 was observed to be present in the toddler classroom with one staff person and thirteen children. Staff person # 5 was stated to be a re-hire of the program who left the program on May 17, 2021 and returned to the program on December 1, 2021 without obtaining a new record check determination. 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: 3/1/2022**

**Finding**

591-1-1-.09(1)(l)2. requires the Center to immediately require a new Comprehensive Records Check Determination for a Director, Employee or Provisional Employee when there has been a lapse of employment from the child care industry that lasted for 180 calendar days (6 months) or longer. It was determined based on a review of records that the center did not immediately require a new Comprehensive Records Check Determination for an employee when there has been lapse of employment from the child care industry that lasted for six months or longer as staff person # 5 who was stated to have left the program on May 17, 2021 and returned for employment on December 1, 2021 was observed to be present in the toddler classroom with one staff person and thirteen children. A one day letter was left on this date.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will immediately require a new Comprehensive Records Check Determination for Directors, Employees or Provisional Employees Employee's when there has been a lapse of employment from the child care industry that lasted for 180 calendar days (6 months) or longer. 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: 3/1/2022**

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staffing and Supervision**

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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**

Adequate supervision observed on this date.