



**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: 4/4/2023 **VisitType:** MV POI Follow Up **Arrival:** 12:00 PM **Departure:** 4:45 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

Lynn Schnitzer

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Mailing Address

Same

Quality Rated: ★ ★

Compliance Zone Designation		
04/04/2023	MV POI Follow Up	Good Standing
03/08/2023	Incident Investigation & Follow Up	Good Standing
08/03/2022	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	9	C	12	C	NA	NA	Lunch,Nap
Main	B-2L-3's		0	0	C	20	C	28	C	
Main	C-3L-1's & 2's	One Year Olds	1	8	C	15	C	NA	NA	Nap
Main	D-4L-4's & 5's		0	0	C	20	C	27	C	
Main	E-5L-4's & 5's		0	0	C	24	C	34	C	
Main	F-6L-4's & Up		0	0	C	25	C	34	C	
Main	G-7L-4's & Up	Four Year Olds and Five Year Olds and Six Year Olds and Over	1	21	NC	24	C	33	C	Centers
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 and Four Year Olds	2	20	C	25	C	35	C	Nap
Main	K-5R-3's		0	0	C	19	C	26	C	
Main	L-4R-4's & Up		0	0	C	14	C	20	C	
Main	M-3R-2's	Two Year Olds	1	7	C	17	C	NA	NA	Nap
Main	N-2R-2's	One Year Olds	2	9	C	19	C	NA	NA	Nap,Lunch
Main	O-1R-Infants	Infants	2	10	C	12	C	NA	NA	Nap,Floor Play
Total Capacity @35 sq. ft.: 296					Total Capacity @25 sq. ft.: 382					
Total # Children this Date: 84			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

The purpose of this visit was to conduct a monitoring visit and to follow up to the previous visit conducted on March 8, 2023.

Plan of Improvement: Developed This Date 04/04/2023

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.al.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

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 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)



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.al.ga.gov for more information. Free technical assistance is available!

Sharon Griggs, Program Official

Date

Lynn Schnitzer, Consultant

Date



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(Findings Report)

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The following information is associated with a MV POI Follow Up:

Activities and Equipment

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

Met

Comment

Equipment and furniture observed to be properly secured, as applicable.

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

Not Evaluated

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

Technical Assistance

591-1-1-.25(13) - Please be mindful to keep items that pose a hazard inaccessible to children, such as, but not limited to:

- adult office supplies, such as white out, scissors, permanent markers
- cleaning tools, such as mops, brooms, plungers
- hygiene supplies, such as wipes, hand sanitizer
- tripping or entanglement hazards such as loose cords

Correction Deadline: 4/4/2023

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

Not Met

Technical Assistance

591-1-1-.26 - Discussed maintenance of resilient surface. Please fluff and redistribute.

Finding

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on observation that the gate between playgrounds B and C had a gap measuring approximately four and a half inches.

POI (Plan of Improvement)

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

Correction Deadline: 4/4/2023

Health and Hygiene

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

Met

Comment

Staff state proper knowledge of diapering procedures.

591-1-1-.17 Hygiene(CR)

Met

Comment

Staff stated proper hand washing procedures.

591-1-1-.20 Medications(CR)

Not Evaluated

Comment

The Provider currently does not dispense/administer medication.

Safety

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

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

Not Met

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 review of records that staff #6, date of hire July 30, 2019, did not have evidence of state-approved transportation training on file.

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: 4/14/2023

Finding

591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on review of records that the center did not have an emergency medical form on file for two of 32 children that receive school transportation services. Further, it was determined that four of thirty records did not have the telephone number of the child's doctor.

POI (Plan of Improvement)

The Center will obtain a complete emergency medical information record for each child that is transported and maintain a copy on the vehicle.

Correction Deadline: 4/5/2023

Sleeping & Resting Equipment

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

Technical Assistance

Comment

Discussed SIDS and infant sleeping position.

Technical Assistance

591-1-1-.30(1)(d) - Consultant discussed with director to ensure that there is a minimum of twelve inches (12") between cribs in each row.

Correction Deadline: 4/4/2023

Staff Records

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

Met

Comment

Criminal record checks were observed to be complete.

Comment

Director provided thirteen files for employees hired since August 3, 2022.

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 review of records twelve of thirteen staff hired since August 3, 2022 did not have evidence of initial center orientation on file.

POI (Plan of Improvement)

The Center will develop and provide orientation for all new Staff prior to their staff's assignment to children or task.

Correction Deadline: 4/4/2023

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

Met

Comment

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

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

591-1-1-.32(2) requires the Center maintain Staff:child ratios in mixed-age groups based on the age of the youngest group of children that includes more than twenty percent of the total number of children in the mixed-age group. It was determined based on observation that the ratio was 1:21 (3 four-year-old children, 6 five-year-old children, and 12 school-aged children) in classroom G7L. A ratio of 2:21 was required.

POI (Plan of Improvement)

The Center will provide adequate staff when there is a mixed-age group.

Correction Deadline: 4/4/2023

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

Adequate supervision observed on this date.