



**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: 8/20/2019 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 9:30 AM **Departure:** 3:00 PM

CCLC-1536

Childtime Childcare #1107

2405 Meadowbrook Pkwy. Duluth, GA 30096 Gwinnett County
(770) 497-1433 1107@childtime.com

Regional Consultant

Stacy Whitten

Phone: (770) 405-7920

Fax: (404) 478-8021

stacy.whitten@dec.al.gov

Mailing Address

Same

Quality Rated: ★ ★

Compliance Zone Designation		
08/20/2019	Complaint Investigation & Monitoring Visit	Good Standing
03/12/2019	Licensing Study	Good Standing
10/18/2018	Monitoring Visit	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
One	1L	Two Year Olds	2	10	C	22	C	NA	NA	Transitioning, Floor Play
One	1R	Infants	2	7	C	13	C	NA	NA	Floor Play, Nap
One	2L		0	0	C	25	C	NA	NA	
One	2R	One Year Olds and Two Year Olds	1	5	C	22	C	NA	NA	Transitioning
One	3L	Two Year Olds and Three Year Olds	2	16	C	30	C	NA	NA	Lunch, Transitioning
One	3R	PreK	2	18	C	30	C	NA	NA	Lunch, Transitioning

Total Capacity @35 sq. ft.: 142

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 56

Total Capacity @35 sq. ft.: 142

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
One	Playground Right	40	C
One	Right Playground	44	C

Comments

The investigation remains open on this date, pending additional information. Upon completion the finding will be reviewed with the provider and a final copy of the report will be sent.

The purpose of this visit was to conduct a complaint investigation and monitoring visit.

Plan of Improvement: Developed This Date 08/20/2019

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.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), e-mail the following information to 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.

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

Kiticha Kelly, Program Official

Date

Stacy Whitten, Consultant

Date



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Findings Report

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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)

N/A

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)

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 an observation that the following hazards were accessible to children on this date:

classroom 3L - a bottle of contact lenses cleaning solution, three containers of disinfectant wipes were stored in an unlocked low cabinet accessible to children, exposed and hanging electrical cords were observed present in the housekeeping area and under the cubbies

classroom 2R - exposed and hanging electrical cords were observed present under the cubbies

classroom 3R - exposed and hanging electrical cords were observed present hanging over the cubbies

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 about hazardous items and the safe storage of those items.

Correction Deadline: 8/20/2019

Technical Assistance

591-1-1-.25(3) - Consultant discussed with provider to monitor and repair or replace the pinch guard on the boys bathroom in classroom 3L where it beginning to detach from the door. Also discussed with provider to monitor and clean or repair the baseboard and wall area in the boys bathroom in classroom 3L where a sticky residue is present.

Correction Deadline: 8/20/2019

Technical Assistance

591-1-1-.25(3) - Consultant discussed with provider to monitor, repair, or repaint the all classroom walls where chipping paint is beginning to develop throughout the center.

Correction Deadline: 8/20/2019

591-1-1-.26 Playgrounds(CR)**Not Met****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 an observation that the following areas of fencing was in need of repair on this date:

- fencing between the left and right playgrounds: the fencing was observed to be detached from the bottom of the ground,
- the gate between the left and right playgrounds was observed to have rust accumulation developing
- the fencing on the far left side was observed to have a hole measuring five inches by 14 inches present
- the fencing on the left side was observed to have a wooden timber that was loose and becoming detached with an exposed screw present
- the fencing on the right side was observed to have a broken slat

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: 8/20/2019

Technical Assistance

591-1-1-.26(9) - Consultant discussed with provider to monitor and cut back the vines that are beginning to grow through the fencing, as well as trim and remove the weeds that are developing on the toddler playground.

Correction Deadline: 8/20/2019

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 were observed to remind children to wash hands.

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

Documentation for medication dispensing observed complete.

Safety

Comment

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

591-1-1-.36 Transportation(CR)**Not Met****Correction Deadline: 3/12/2019****Corrected on 8/20/2019**

.36(3)(a-b) - Correction of the previous citation in that consultant observed evidence for staff who participate in transportation, as well as the director to have the required transportation training on this date.

Finding

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on a review of records that there was not evidence of load/unload check marks on the following recent transportation trips:

- on July 10, 2019 on a field trip to BAPS there was not evidence of load/unload check marks for 11 children
- on June 20, 2019 on a field trip to Coolray Field there was not evidence of load/unload check marks for six children
- on August 16, 2019 on a routine transportation afternoon trip from B. B. Harris Elementary school with two children.

POI (Plan of Improvement)

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

Correction Deadline: 8/21/2019**Finding**

591-1-1-.36(7)(c)3. requires that the driver or other designated person document in writing the time of arrival and departure each time the vehicle departs from the Center, is loaded or unloaded at each school and when the vehicle returns to the Center; each time the vehicle departs from the Center, arrives at the location where any child is picked up or dropped off and when the vehicle returns to the Center; each time the vehicle leaves the Center, arrives at a field trip destination, leaves a field trip destination, and returns to the Center. It was determined based on a review of records that there was not evidence of a return time on the following recent transportation trips:

- on August 19,2019 - on a routine trip to Jackson Elementary School
- on August 12, 2019- on a routine afternoon trip from Jackson Elementary School

POI (Plan of Improvement)

The Center will ensure that each time of arrival and departure is documented by the driver or designated person with training, review and monitoring.

Correction Deadline: 8/21/2019

Finding

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on a review of records that there was not evidence of a second check on the following recent transportation trips:

- on August 8, 2019 on a routine morning transportation trip to Jackson Elementary School with one child
- on August 14, 2019 on a routine morning transportation trip to Jackson Elementary School with one child
- on August 20, 2019 on a routine morning transportation trip to Jackson Elementary School with one child
- on August 15, 2019 on a routine morning transportation trip to Ferguson Elementary School with three children.
- on August 16, 2019 on a routine afternoon transportation trip from Ferguson Elementary School with one child.

POI (Plan of Improvement)

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

Correction Deadline: 8/20/2019

Sleeping & Resting Equipment

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

Met

Comment

Discussed SIDS and infant sleeping position.

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Staff # 2	Met
Date of Hire: 08/22/2017	
Staff # 3	Met
Staff # 4	Met
Date of Hire: 03/18/2019	
Staff # 5	Met

Staff Credentials Reviewed: 2

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

Met

Comment

Criminal record checks were observed to be complete.

Comment

Director provided four file(s) for employees hired since last visit.

Correction Deadline: 3/12/2019

Corrected on 8/20/2019

.09(1)(j) - Correction of the previous citation in that consultant observed all staff to have evidence of satisfactory comprehensive background checks on this date.

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

Met

Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Met

Comment

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

591-1-1-.32 Supervision(CR)

Met

Comment

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