



**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:** 2/12/2018    **VisitType:** Monitoring Visit    **Arrival:** 10:00 AM    **Departure:** 12:30 PM

**CCLC-1536**

**Childtime Childcare #1107**

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

**Regional Consultant**

Kati Cosby

Phone: (912) 544-8606  
Fax: (912) 544-9425  
kati.cosby@decal.ga.gov

**Mailing Address**  
Same

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>		
02/12/2018	Monitoring Visit	Good Standing
09/19/2017	Licensing Study	Good Standing
05/11/2017	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	
One	1L	Two Year Olds	1	10	C	22	C	NA	NA	Free Play	
One	1R	Infants and One Year Olds	2	11	C	13	C	NA	NA	Nap,Free Play,Floor Play	
One	2L		0	0	C	25	C	NA	NA		
One	2R	One Year Olds	1	8	C	22	C	NA	NA	Free Play	
One	3L	Three Year Olds and Four Year Olds	2	24	C	30	C	NA	NA	Circle Time	
One	3R	PreK	2	21	C	30	C	NA	NA	Circle Time	
Total Capacity @35 sq. ft.:			142			Total Capacity @25 sq. ft.:			0		
Total # Children this Date: 74			Total Capacity @35 sq. ft.:			Total Capacity @25 sq. ft.:			0		

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

**Comments**

Classroom 2L not in use. Director stated that 21st Century Program starting in March.

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).



**Reminder:** All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit [www.decalkoala.com](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.

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.ga.gov](mailto:CCSRefutations@dec.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.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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.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.ga.gov](mailto:qualityrated@dec.ga.gov)

Kiticha Kelly, Program Official

Date

Kati Cosby, Consultant

Date



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### Findings Report

**Date:** 2/12/2018    **VisitType:** Monitoring Visit    **Arrival:** 10:00 AM    **Departure:** 12:30 PM

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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)

Met

#### Comment

Center does not provide swimming activities.

### Children's Records

**Records Reviewed: 5**

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

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

Met

**Correction Deadline: 9/29/2017**

**Corrected on 2/12/2018**

**.08(2) - Previous citation was corrected in that all immunization records were updated and complete on this date.**

**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****Correction Deadline: 9/20/2017****Corrected on 2/12/2018****.25(17) - Previous citation was corrected in that the bushes and thorny plants were observed to have been removed.****591-1-1-.26 Playgrounds(CR)****Met****Correction Deadline: 9/20/2017****Corrected on 2/12/2018****.26(4) - Previous citation was corrected in that the Consultant observed the Center to have place a wooden barrier to cover the fencing hazard.****Food Service****591-1-1-.15 Food Service & Nutrition****Met****Correction Deadline: 9/19/2017****Corrected on 2/12/2018****.15(2) - Previous citation was corrected in that all infant feeding plans were observed to be complete and located in that infant room.****Health and Hygiene****591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Proper diapering procedures observed.

**591-1-1-.17 Hygiene(CR)****Technical Assistance****Technical Assistance**

591-1-1-.17(7) - Consultant discussed with Director that hand washing procedures be reviewed with all staff to ensure proper hand washing at all times.

**Correction Deadline: 2/12/2018****591-1-1-.20 Medications(CR)****Met****Comment**

Documentation for medication dispensing observed complete.

**Safety****591-1-1-.11 Discipline(CR)****Met****Comment**

Age-appropriate discussion and/or redirection observed.

**Comment**

Complete documentation of transportation observed.

**Sleeping & Resting Equipment**

**Technical Assistance**

591-1-1-.30(1)(b) - Consultant discussed with the Director that all children be provided a cot or mat when sleeping.

**Correction Deadline: 2/12/2018**

**Technical Assistance**

591-1-1-.30(1)(d) - Consultant discussed with Director that all cribs, cots and mats be spaced 12 inches apart when children are sleeping.

**Correction Deadline: 2/12/2018**

**Staff Records**

**Records Reviewed: 14**

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

Staff # 1	Met
Date of Hire: 09/30/2014	
Staff # 2	Met
Date of Hire: 10/16/2017	
Staff # 3	Met
Date of Hire: 10/25/2016	
Staff # 4	Met
Date of Hire: 04/10/2017	
Staff # 5	Met
Date of Hire: 08/24/2017	
Staff # 6	Met
Staff # 7	Met
Date of Hire: 12/16/2016	
Staff # 8	Met
Date of Hire: 11/21/1988	
Staff # 9	Met
Date of Hire: 04/12/2017	
Staff # 10	Met
Date of Hire: 08/08/2016	

**Records Reviewed: 14**

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

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Staff # 11	Met
Date of Hire: 07/27/2017	
Staff # 12	Met
Date of Hire: 05/16/2016	
Staff # 13	Met
Date of Hire: 10/10/2011	
Staff # 14	Met

**Staff Credentials Reviewed: 14**

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**591-1-1-.09 Criminal Records Check(CR)** **Met**

**Comment**

Criminal records checks were observed to be complete. Consultant observed two new hire files on this date.

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**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.

<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**

Adequate supervision observed on this date.