



**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:** 12/29/2020 **VisitType:** Monitoring Visit

**Arrival:** 10:00 AM

**Departure:** 11:00 AM

**CCLC-1536**

**Childtime Childcare #1107**

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

**Regional Consultant**

Beth Holland

Phone: (404) 478-8075

Fax: (404) 478-8076

beth.holland@dec.al.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>		
12/29/2020	Monitoring Visit	Good Standing
05/19/2020	Licensing Study	Good Standing
09/03/2019	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		0	0	C	22	C	NA	NA	
One	1R		0	0	C	13	C	NA	NA	
One	2L	Six Year Olds and Over	1	6	C	25	C	NA	NA	Circle Time
One	2R		0	0	C	22	C	NA	NA	
One	3L	Three Year Olds and Four Year Olds	1	13	C	30	C	NA	NA	Centers
One	3R		0	0	C	30	C	NA	NA	
Total Capacity @35 sq. ft.: 142						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 19			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**

An Administrative Review was conducted on December 29, 2020. A virtual inspection was conducted on December 29, 2020 with the director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on August 15, 2020 was reviewed during the virtual inspection. Consulted emailed the Oct, 2020 rule change FAQ sheet to the director on this date.

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.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.

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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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Kiticha Kelly, Program Official

Date

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Beth Holland, 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.

**Comment**

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

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

**Met**

**Comment**

Center does not provide swimming activities.

### Facility

**591-1-1-.06 Bathrooms**

**Met**

**Comment**

Bathrooms observed to be clean and well maintained.

**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: 8/20/2019**

**Corrected on 12/29/2020**

**.25(13) - Consultant observed that cabinets accessible to children were secured with child proof locks. Electrical cords were observed to be secured and no longer hanging over/under the cubbies.**

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

591-1-1-.26(4). Please ensure to monitor the playground areas for the following hazards: - Normal wear and tear of playground equipment and toys. - Potential entrapment hazards in the fence surrounding the playground area. Loose and/or weak tree branches surrounding the playground area. - Standing water in and around playground equipment after inclement weather. A Virtual Visit was conducted due to the COVID-19 pandemic. This citation is deferred until the next regulatory visit when the rule correction can be observed in person.

**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**

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**Health and Hygiene**

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

591-1-1-.10 - Consultant discussed with provider that a diapering table and proper ventilation need to be added in room 1L.

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

Additional hygiene measure have been added by center staff due to Covid-19.

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

The Provider currently does not dispense/administer medication.

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**Policies and Procedures**

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**591-1-1-.29 Required Reporting****Met****Comment**

Thank you for reporting as required.

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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)****Technical Assistance****Technical Assistance**

591-1-1-.11 Discipline(CR) A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director 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.

**Comment**

Vehicles were not on site on this date and therefore not inspected.

**Sleeping & Resting Equipment**

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

**Met**

**Comment**

Discussed SIDS and infant sleeping position.

**Staff Records**

**Records Reviewed: 15**

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

Staff # 1 Date of Hire: 05/28/2020	Met
Staff # 2 Date of Hire: 09/19/2018	Met
Staff # 3 Date of Hire: 08/26/2019	Met
Staff # 4 Date of Hire: 10/09/2018	Met
Staff # 5 Date of Hire: 08/29/2017	Met
Staff # 6 Date of Hire: 12/07/2020	Met
Staff # 7 Date of Hire: 03/02/2020	Met
Staff # 8 Date of Hire: 09/23/2014	Met
Staff # 9 Date of Hire: 03/18/2019	Met
Staff # 10 Date of Hire: 11/20/2020	Met
Staff # 11 Date of Hire: 05/04/2019	Met
Staff # 12	Met

**Records Reviewed: 15**

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

Date of Hire: 10/10/2018

Staff # 13

Met

Date of Hire: 10/23/2020

Staff # 14

Met

Date of Hire: 10/12/2020

Staff # 15

Met

**Staff Credentials Reviewed: 2**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.09(1) - Consultant discussed with provider that any new hires who have received a National Criminal Records check must be supervised by an employee with a Satisfactory Comprehensive Criminal Background check at all times until a Comprehensive Background Check letter is obtained.

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

**Met**

**Comment**

Director provided four file(s) for employees hired since last visit. All new hires have completed the required background checks.

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

**Met**

**Comment**

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on August 15, 2020.

**Staffing and Supervision**

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

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

Adequate supervision observed on this date.