



**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: 5/15/2018 **VisitType:** Licensing Study **Arrival:** 11:50 AM **Departure:** 4:15 PM

CCLC-1537

Childtime Childcare #1110

20 Patterson Rd Lawrenceville, GA 30044 Gwinnett County
(770) 995-7445 1110@childtime.com

Regional Consultant

Tamra Thomas

Phone: (770) 405-7962

Fax: (404) 591-6172

tamra.thomas@decals.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

Compliance Zone Designation			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.
05/15/2018	Licensing Study	Good Standing	
01/09/2018	MV POI Follow Up	Good Standing	
11/29/2017	Complaint Closure	Good Standing	

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	1L PRE-K	One Year Olds and Two Year Olds	2	15	C	23	C	NA	NA	Diapering, Nap
Main	1R	Infants	1	4	C	13	C	NA	NA	Feeding, Nap
Main	2L	PreK	2	18	C	25	C	NA	NA	Feeding, Transitioning
Main	2R		0	0	C	24	C	NA	NA	
Main	3L	Three Year Olds and Four Year Olds	1	14	C	31	C	NA	NA	Nap
Main	3R	PreK	1	20	C	31	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 147						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 71			Total Capacity @35 sq. ft.: 147			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Back Right Playground	34	C
Main	LFT Playground	68	C
Main	Middle	103	C

Comments

The provider will review the updated July 1, 2017 DECAL Rules and Regulation handbook.

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. 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@decals.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://decals.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.decals.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@decals.ga.gov

Angela Molette, Program Official

Date

Tamra Thomas, Consultant

Date



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Findings Report

Date: 5/15/2018 **VisitType:** Licensing Study **Arrival:** 11:50 AM **Departure:** 4:15 PM

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The following information is associated with a Licensing Study:

Activities and Equipment**591-1-1-.03 Activities****Met****Comment**

The provider had current weeks lesson plans posted on this date.

Correction Deadline: 5/15/2018

591-1-1-.12 Equipment & Toys(CR)**Technical Assistance****Comment**

A variety of equipment and toys were observed throughout the center.

Technical Assistance

The consultant discussed with the provider to ensure the tape recorders are placed to ensure they cannot be pulled off the cubby and created a hazard to the children.

Correction Deadline: 5/15/2018

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

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 4

Met

Child # 5

Met

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

Technical Assistance

Technical Assistance

The provider will ensure the enrollment forms include the doctor's address.

Correction Deadline: 5/15/2018

Technical Assistance

591-1-1-.08(6) - The consultant discussed with the provider to ensure the arrival and departure records include the name of the children time of arrival/departure and the signature and/or initials of the person authorized to drop-off and pick them the children up.

Correction Deadline: 5/15/2018

Facility

591-1-1-.06 Bathrooms

Technical Assistance

Technical Assistance

The consultant discussed with the provider to ensure class 1L restroom floors are free of rust residue.

Correction Deadline: 5/15/2018

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)

Technical Assistance

Correction Deadline: 1/9/2018

Corrected on 5/15/2018

Correction of previous citation. The center was free of plants that posed a hazard on this date.

Technical Assistance

The provider will ensure in class 3R the floors around the baseboards are cleaned daily or as needed.

Correction Deadline: 5/15/2018

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

Not Met

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

Finding

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation the Swings on the LFT Playground eight (8) hooks are rusting, the Middle Playground swing chains are rusting and the Back Right Playground Blue/Yellow Toddler slide is cracked with peeling paint.

POI (Plan of Improvement)

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

Correction Deadline: 5/31/2018

Recited on 5/15/2018

Correction Deadline: 1/9/2018

Corrected on 5/15/2018

Correction of previous citation. The provider has repaired the cracked water drains on this date. The provider is in the process of having the grass/weeds cut on this date.

Food Service

591-1-1-.15 Food Service & Nutrition **Met**

Comment

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk
5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk
2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

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

Discussed proper medication documentation and procedures.

Organization

591-1-1-.16 Governing Body & License **Technical Assistance**

Technical Assistance

591-1-1-.16(e) The consultant discussed with the provider to ensure an amendment application is submitted to utilize class 1L as a diapered room, which is presently licensed as a Non-Diapered classroom.

Correction Deadline: 5/15/2018

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures

Technical Assistance

Technical Assistance

The provider has completed a monthly updated fire drill. The consultant provided the updated emergency drill form to include all required emergency drills to be completed monthly and/or every six months.

Correction Deadline: 5/20/2018

Safety

591-1-1-.05 Animals

Met

Comment

Animals maintained clean and appropriately caged.

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

591-1-1-.13 Field Trips(CR)

Met

Comment

Center does not participate in field trips at this time.

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

Not Met

Comment

The provider stated the license plate #BSZ1991 was stolen approximately May 7, 2018 and the vehicle has not been utilized since this occurred. The stolen license plate report has been submitted.

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 observation a child was transported to and from Alford Elementary without a Medical Emergency form in the notebook.

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: 5/16/2018

Correction Deadline: 1/10/2018

Corrected on 5/15/2018

Correction of the previous citation. The provider checklist included marks for loading and unloading on each date observed.

Sleeping & Resting Equipment

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

Technical Assistance

Comment

Pleasant naptime environment observed.

Technical Assistance

591-1-1-.30(1)(d) - The consultant discussed with the staff to ensure placement of children allows for adequate supervision at all times.

Correction Deadline: 5/15/2018

Staff Records

Records Reviewed: 11

Records with Missing/Incomplete Components: 5

Staff # 1 Not Met

Date of Hire: 04/19/1994

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 2 Met

Date of Hire: 08/10/2016

Staff # 3 Not Met

Date of Hire: 11/09/2015

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training

Staff # 4 Not Met

Date of Hire: 09/19/2005

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training,.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 5 Met

Date of Hire: 08/19/2013

Staff # 6 Met

Date of Hire: 04/27/2006

Staff # 7 Not Met

Date of Hire: 07/27/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 8 Not Met

Date of Hire: 12/20/2015

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 9 Met

Date of Hire: 04/17/2007

Staff # 10 Met

Date of Hire: 02/24/2011

Staff # 11

Met

Date of Hire: 10/06/2016

Staff Credentials Reviewed: 11

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

Met

Comment

Criminal records checks were observed to be complete.

591-1-1-.14 First Aid & CPR

Met

Comment

The provider stated one staff without first aid/CPR is presently on medical leave.

Correction Deadline: 6/14/2018

591-1-1-.33 Staff Training

Not Met

Finding

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on review of records two staff did not have current health and safety training on this date.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

Correction Deadline: 6/14/2018

Finding

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on a review of records four staff did not have proof of 10 annual hours for 2017.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 6/14/2018

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

Met

Comment

The provider had a lead teacher with the required credentials for each class on this date.

Staffing and Supervision

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

Met

Comment

Center observed to maintain appropriate staff:child ratios.

Comment

Adequate supervision observed on this date.