



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: 12/8/2020 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 2:30 PM

CCLC-1541

Childtime Childcare #1117

1795 Old Norcross Rd. Lawrenceville, GA 30044 Gwinnett County
 (770) 513-3399 1117@childtime.com

Regional Consultant

Margarita Collier

Phone: (770) 342-7934

Fax: (678) 891-5989

margarita.collier@decal.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.
12/08/2020	Licensing Study	Good Standing	
02/25/2020	Incident Investigation Closure	Good Standing	
02/11/2020	Incident Investigation & Follow Up	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	Two Year Olds	1	10	C	16	C	NA	NA	Centers
Main	1R	Infants	2	5	C	12	C	NA	NA	Floor Play, Diapering, Nap
Main	2L	One Year Olds	1	8	C	16	C	NA	NA	Centers
Main	2R		0	0	C	12	C	NA	NA	
Main	3L	Three Year Olds	1	15	C	20	C	NA	NA	Outside
Main	3R	PreK	2	21	C	32	C	NA	NA	Centers
Main	4L	PreK	2	16	C	30	C	NA	NA	Centers
Main	Middle		0	0	C	24	C	NA	NA	

Total Capacity @35 sq. ft.: 162

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 75

Total Capacity @35 sq. ft.: 162

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	55	C
Main	B	25	C

Comments

An initial administrative review was completed on December 8, 2020. Staff file, training, and background checks were all reviewed. A virtual inspection was conducted on December 8, 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.

Plan of Improvement: Developed This Date 12/08/2020

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.state.ga.us/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.state.ga.us.

- 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.state.ga.us/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.state.ga.us/>
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.state.ga.us

Oxcelia Blossomgame, Program Official

Date

Margarita Collier, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

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

Comment

Parent authorizations obtained/completed.

Comment

Records were observed to be complete and well organized.

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

Comment

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on this date.

Comment

Center appears clean and well maintained.

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

Met

Comment

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.
- Biting and/or stinging insects (i.e. ants, bees, etc.)
- Loose and/or weak tree branches surrounding the playground area.
- Standing water in and around playground equipment after inclement weather.
- Refluff resilient surface as needed.

Food Service

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

Met

Comment

Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations

Met

Comment

Kitchen appears clean and well organized.

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

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.29 Required Reporting**Technical Assistance****Technical Assistance**

The consultant discussed required reporting requirements via DECAL KOALA.

Safety

591-1-1-.05 Animals**Met****Comment**

Center does not keep animals on premises.

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

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.

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)**Met****Comment**

The consultant observed the following vehicles to have evidence of a current vehicle inspection report:

- Tag #DQM 246 - Expires August 5, 2021
- Tag #RLL 6384 - Expires August 6, 2021
- Tag #RGJ 7760 - Expires August 6, 2021

Correction Deadline: 2/11/2020**Corrected on 12/8/2020****The previous citation was observed to be corrected. The consultant observed the center to have complete documentation of the first and second check of the vehicles for school transportation services.**

Sleeping & Resting Equipment

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

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

Records Reviewed: 15**Records with Missing/Incomplete Components: 2**

Staff # 1

Met

Date of Hire: 05/14/2018

Staff # 2

Met

Date of Hire: 07/29/2003

Staff # 3

Met

Date of Hire: 11/16/2020

Records Reviewed: 15**Records with Missing/Incomplete Components: 2**

Staff # 4 Date of Hire: 09/19/2018	Met
Staff # 5 Date of Hire: 07/29/2011	Met
Staff # 6 Date of Hire: 08/07/2019	Met
Staff # 7 Date of Hire: 02/17/2020 <u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate	Not Met
Staff # 8 Date of Hire: 09/08/2014	Met
Staff # 9 Date of Hire: 08/29/2020	Met
Staff # 10 Date of Hire: 08/02/2019	Met
Staff # 11 Date of Hire: 02/09/2011	Met
Staff # 12 Date of Hire: 10/09/2020	Met
Staff # 13 Date of Hire: 07/19/2018	Met
Staff # 14 Date of Hire: 08/27/2020 <u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate	Not Met
Staff # 15 Date of Hire: 02/17/2020	Met

Staff Credentials Reviewed: 10

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

Technical Assistance

The consultant discussed the following information regarding criminal record checks with the director:

- Monitor the expiration dates of all staff members' criminal record check letters.
- Submit a portability request via DECAL KOALA for newly hired staff members that have a previous satisfactory comprehensive criminal record check letter issued by the department.
- Ensure that all newly hired staff members have evidence of a satisfactory comprehensive criminal record check letter prior to providing services to children present for care.
- Ensure that all staff members currently on leave and/or seasonal staff members with a six-month break of employment from child care submit an updated criminal record check application and complete the fingerprinting process prior to rendering services for child care services (including independent contractors).

Comment

The consultant observed 15 of 15 staff members to have evidence of a satisfactory comprehensive determination letter on file.

Comment

The director provided five files for staff members hired since the previous visit was conducted on February 11, 2020. The consultant observed five of five newly hired staff members to have evidence of a satisfactory comprehensive criminal record check letter on file.

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

Met

Comment

Evidence observed of 50% of center staff certified in First Aid and CPR. Two of two staff members are currently within their 90-day requirement.

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 orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on review of records that staff member #14, date of hire August 27, 2020, and staff member #7, date of hire February 17, 2020, did not complete the required health and safety orientation training within the first 90-days of their date of hire. Staff member #14 was observed to have completed a six hour health and safety orientation training course dated for December 2, 2020.

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 and will ensure that the training includes all required components as required.

Correction Deadline: 1/7/2021

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. Staff observed to be compliant with applicable laws and regulations.

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**

A Virtual Visit was conducted due to the COVID-19 pandemic. Proper supervision of children, including being prompt to children's needs, was discussed with the director on this date.