



**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:** 1/22/2021    **VisitType:** Monitoring Visit    **Arrival:** 10:00 AM    **Departure:** 1:05 PM

**CCLC-17654**

**Prime Care Learning Center III**

2115 Rockbridge Road Stone Mountain, GA 30087 Gwinnett County  
(770) 469-2000 cecilia@primecarelearning.com

**Regional Consultant**

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@dec.al.ga.gov

**Mailing Address**

P.O. Box 960295  
Riverdale, GA 30296

**Quality Rated:** No

| <b>Compliance Zone Designation</b> |                  |               |
|------------------------------------|------------------|---------------|
| 01/22/2021                         | Monitoring Visit | Good Standing |
| 07/24/2020                         | Licensing Study  | Good Standing |
| 12/05/2019                         | Licensing Study  | 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 the 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      |
|---------------------------------|-------------|------------------------------------|---------------------------------|----------|------|-------------------------------|--------------|------------|--------------|------------|
| Main                            | A           | Six Year Olds and Over             | 1                               | 2        | C    | 49                            | C            | NA         | NA           | Centers    |
| Main                            | B Cafeteria |                                    | 0                               | 0        | C    | 13                            | C            | NA         | NA           |            |
| Main                            | B-1R        | PreK                               | 2                               | 10       | C    | 22                            | C            | NA         | NA           | Centers    |
| Main                            | C           |                                    | 0                               | 0        | C    | 17                            | C            | NA         | NA           | Not In Use |
| Main                            | D           | Three Year Olds and Four Year Olds | 1                               | 6        | C    | 18                            | C            | NA         | NA           | Centers    |
| Main                            | E           | Two Year Olds                      | 1                               | 5        | C    | 18                            | C            | NA         | NA           | Centers    |
| Main                            | F           |                                    | 0                               | 0        | C    | 17                            | C            | NA         | NA           | Not In Use |
| Main                            | G-1         | Infants and One Year Olds          | 1                               | 3        | C    | 10                            | C            | NA         | NA           | Lunch      |
| Main                            | G-2         |                                    | 0                               | 0        | C    | 9                             | C            | NA         | NA           |            |
| Total Capacity @35 sq. ft.: 173 |             |                                    |                                 |          |      | Total Capacity @25 sq. ft.: 0 |              |            |              |            |
| Total # Children this Date: 26  |             |                                    | Total Capacity @35 sq. ft.: 173 |          |      | Total Capacity @25 sq. ft.: 0 |              |            |              |            |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
| Main     | PG A       | 161                  | C                     |
| Main     | PG B       | 49                   | C                     |

### Comments

A virtual inspection was conducted on January 22, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on September 30, 2020 was reviewed during the virtual inspection.

Shared FAQ regarding Rule Changes effective October 1, 2020 and the new updated Infant feeding plan.

One Day letter left.

Plan of Improvement: Developed This Date 01/22/2021

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.decal.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@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

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Cecilia Okoma, Program Official

Date

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Dianne Clarke, 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 Virtual Visit was conducted due to the COVID-19 pandemic. A variety of equipment and toys were observed throughout the center.

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Center does not provide swimming activities.

### Children's Records

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

**Met**

**Correction Deadline: 7/24/2020**

**Corrected on 1/22/2021**

**.08(1) - The previous citation was observed to be corrected in that the information was observed to be corrected in the children's files. Please ensure that all information is completed in children's enrollment packet prior to beginning at the center.**

### Facility

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

**Defer**

**Defer**

591-1-1-.06(4)-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 fully enclose and ventilate bathroom areas, as required, and will provide adequate ventilation and sanitation in bathrooms that are not fully enclosed.

**Correction Deadline: 1/4/2020**

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**591-1-1-.19 License Capacity(CR) Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Licensed capacity observed to be routinely met by center.

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**591-1-1-.25 Physical Plant - Safe Environment(CR) Met**

**Correction Deadline: 12/13/2019**

**Corrected on 1/22/2021**

**.25(3) - The previous citation was observed to be corrected in that the E classroom heater was attached. The boys bathroom is currently not operating in the A classroom. Please ensure to clean all vents throughout the center.**

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

**Correction Deadline: 8/3/2020**

**Corrected on 1/22/2021**

**.26(8) - The previous citation was observed to be corrected in that the appropriate amount of mulch was observed in the fall zone. Please continue to refluff and redistribute the mulch daily.**

**Correction Deadline: 7/27/2020**

**Corrected on 1/22/2021**

**.26(9) - The previous citation was observed to be corrected in that the grey hose was raveled, weeds were not observed throughout the mulch. Discussed regarding ensuring that the area outside of the G1 and G2 classroom is flushed when the children are on the playground to prevent tripping when entering and exiting the classroom on to the playground.**

**Food Service**

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**591-1-1-.18 Kitchen Operations N/A**

**Comment**

Kitchen appears clean and well organized.

**Health and Hygiene**

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date.

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing requirements were discussed with the Director on this date.

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. The Provider currently does not dispense/administer medication.

**Policies and Procedures**

**Correction Deadline: 7/27/2020****Corrected on 1/22/2021**

**.21(1)(p) - The previous citation was observed to be corrected in that the emergency plans were completed. Please ensure that this information is always posted.**

|               |
|---------------|
| <b>Safety</b> |
|---------------|

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**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. The director stated that redirection is used for discipline.

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

591-1-1-.36(4)(b)-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 maintain that all transportation vehicles are clean, in safe repair, and free from hazards.

**Correction Deadline: 12/13/2019****Defer**

591-1-1-.36(4)(c)-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 ensure that each vehicle has a working fire extinguisher and that the fire extinguisher is kept out of reach of children.

**Correction Deadline: 12/13/2019****Defer**

591-1-1-.36(4)(d)-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 ensure that the heater is functioning appropriately.

**Correction Deadline: 12/20/2019****Correction Deadline: 7/24/2020****Corrected on 1/22/2021**

**.36(6) - The previous citation was observed to be corrected in that transportation has not been conducted since March 2020. Please ensure that all information is completed and maintained on the transportation agreement forms for each child participating in transportation when transportation resumes.**

**Correction Deadline: 7/24/2020****Corrected on 1/22/2021**

**.36(7)(b) - The previous citation was observed to be corrected in that no transportation was conducted since the last visit on July 24, 2020. Please ensure that all information on the medical emergency forms are completed and maintained for all children participating in transportation once transportation resumes.**

## Sleeping & Resting Equipment

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. 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: 5**

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

|  |         |
|--|---------|
| Staff # 1                              | Met     |
| Date of Hire: 10/18/2020               |         |
| Staff # 2                              | Not Met |
| Date of Hire: 10/21/2020               |         |
| <u>"Missing/Incomplete Components"</u> |         |
| .09-Criminal Records Check Missing     |         |
| Staff # 3                              | Met     |
| Date of Hire: 12/17/2020               |         |
| Staff # 4                              | Not Met |
| Date of Hire: 08/27/2020               |         |
| <u>"Missing/Incomplete Components"</u> |         |
| .09-Criminal Records Check Missing     |         |
| Staff # 5                              | Met     |
| Date of Hire: 09/01/2013               |         |

**Staff Credentials Reviewed: 1**

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

**Not Met**

**Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined that staff #7, hired on August 27, 2020, did not have a fingerprint application submitted prior to the virtual visit.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will ensure that all staff submits a fingerprint application and completes the fingerprint process prior to being present to ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will review the CRC modules regarding criminal records checks to ensure the CRC rules are maintained. An application was observed to be submitted on January 22, 2021.

**Correction Deadline: 1/22/2021**

**Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that staff #7 hired on August 27, 2020, did not have evidence of a current comprehensive records check determination within the preceding 12 months of hire date prior to the virtual visit.

**POI (Plan of Improvement)**

**IMMEDIATE CORRECTION** - The Center will ensure that all staff has a comprehensive background check within the preceding 12 months of hire date prior to being present to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will review the CRC modules regarding criminal records check to ensure the CRC rules are maintained. An application was observed to be submitted January 22, 2021.

**Correction Deadline: 1/22/2021**

**Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on a review of records that staff #3, hired on October 21, 2020, was observed to not be electronically ported.

**POI (Plan of Improvement)**

**IMMEDIATE CORRECTION** - The Center will electronically port all staff prior to being present at the facility to ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will review the CRC modules regarding criminal records checks to ensure CRC rules are maintained. The staff was observed to be electronically ported on January 22, 2021.

**Correction Deadline: 1/22/2021**

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

**Correction Deadline: 1/4/2020**

**Corrected on 1/22/2021**

**.14(2) - The previous citation was observed to be corrected in that CPR and First Aid was observed to be completed. Please ensure that CPR and First Aid training is completed within 90 days of employee's hire date.**

**Defer**

591-1-1-.14(3)-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)**

Center Staff will provide any missing first aid kits, add any missing items to each first aid kit and will develop and use a plan for checking the kits and replacing missing items in each kit in the future. First aid kits and instruction manuals will be stored so that they kits are not accessible to children but are easily accessible to Center Staff.

**Correction Deadline: 12/15/2019**

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**591-1-1-.33 Staff Training**

**Met**

**Correction Deadline: 7/24/2020**

**Corrected on 1/22/2021**

**.33(3) - The previous citation was observed to be corrected in that the staff are no longer employed and the listed director has changed since the last visit. Please ensure that all staff has completed and maintained evidence of their Health and Safety Orientation Training.**

**Correction Deadline: 8/24/2020**

**Corrected on 1/22/2021**

**.33(5) - The previous citation was observed to be corrected in that the teachers are no longer employed at the facility. Please ensure that all staff completes their 10 hours of annual training each year.**

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

**Met**

**Correction Deadline: 7/24/2020**

**Corrected on 1/22/2021**

**.31(2)(b)2. - The previous citation was observed to be corrected in that new lead teachers were hired. Please ensure that lead teacher have evidence of their education credentials on file or a plan of action to complete a credential within 18 months of being hired if they do not already have the credentials upon their hire date.**

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**Staffing and Supervision**

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Adequate supervision observed on this date.