



**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:** 8/7/2020    **VisitType:** Licensing Study    **Arrival:** 8:30 AM    **Departure:** 11:30 AM

**CCLC-2547**

**Kidz Biz Child Care Center**

2417 Regency Boulevard Augusta, GA 30904 Richmond County  
 (706) 560-2294 kidzbizchildcare706@gmail.com

**Regional Consultant**

Melyn Smith

Phone: (706) 855-3455  
 Fax: (706) 434-7640  
 melyn.smith@decal.ga.gov

**Mailing Address**

2417 Regency Boulevard  
 AUGUSTA, GA 30904

**Quality Rated:**

| <b>Compliance Zone Designation</b> |                  |               |
|------------------------------------|------------------|---------------|
| 08/07/2020                         | Licensing Study  | Good Standing |
| 10/08/2019                         | Licensing Study  | Good Standing |
| 01/10/2019                         | Monitoring Visit | 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      |
|---------------------------------|-----------|---|---------------------------------|----------|------|---------------------------------|--------------|------------|--------------|------------|
| Main                            | 1st Left  | Three Year Olds and Four Year Olds and Five Year Olds | 2                               | 10       | C    | 28                              | C            | 39         | C            | Centers    |
| Main                            | 1st Right | Six Year Olds and Over                                | 1                               | 19       | C    | 30                              | C            | NA         | NA           | Centers    |
| Main                            | 2nd Left  |   | 0                               | 0        | C    | 11                              | C            | NA         | NA           |            |
| Main                            | 2nd Right | Two Year Olds   | 1                               | 5        | C    | 16                              | C            | NA         | NA           | Art        |
| Main                            | 3rd Right | Infants and One Year Olds                             | 1                               | 4        | C    | 15                              | C            | NA         | NA           | Floor Play |
| Total Capacity @35 sq. ft.: 100 |           |   |                                 |          |      | Total Capacity @25 sq. ft.: 111 |              |            |              |            |
| Total # Children this Date: 38  |           |   | Total Capacity @35 sq. ft.: 100 |          |      | Total Capacity @25 sq. ft.: 111 |              |            |              |            |

| Building | Playground                | Playground Occupancy | Playground Compliance |
|----------|---------------------------|----------------------|-----------------------|
| Main     | PG- Back Right Playground | 13                   | C                     |
| Main     | PG- Large                 | 85                   | C                     |
| Main     | PG-Right Front Playground | 11                   | C                     |

**Comments**

An Administrative Review was conducted on August 7, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on August 11, 2020 with the Director and Owner. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on May 12, 2020 was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 08/07/2020

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/Regulations.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](mailto: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](mailto:qualityrated@dec.state.ga.us)

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Laura Cash, Program Official

Date

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Melyn Smith, Consultant

Date



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### Findings Report

**Date:** 8/7/2020    **VisitType:** Licensing Study    **Arrival:** 8:30 AM    **Departure:** 11:30 AM

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

**Correction Deadline: 10/8/2019**

**Corrected on 8/7/2020**

.12(3) - Previous citation corrected, based on observation, in that equipment and furniture was observed to be in place to permit the children's freedom of movement and to minimize danger of accident and collision on this date during the virtual walk through.

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

**N/A**

**Comment**

Center does not provide swimming activities.

### 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**

**Comment**

No hazards observed accessible to children on this date. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on this date.

**Correction Deadline: 10/8/2019**

Corrected on 8/7/2020

.25(13) - Previous citation corrected, based on observation, in that no potential hazards were observed accessible to children during the virtual walk through on this date.

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

Met

**Comment**

Playground observed to be clean and in good repair.

**Food Service**

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

Met

**Comment**

Center menu meets USDA guidelines.

**Health and Hygiene**

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

Met

**Comment**

Hand washing and sanitizing requirements for diapering were discussed with the Director and Owner on this date.

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

Met

**Comment**

Hand washing requirements were discussed with the Director and Owner on this date.

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

N/A

**Comment**

The Provider currently does not dispense/administer medication.

**Policies and Procedures**

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

Defer

**Defer**

591-1-1-.21(3)- A Virtual Visit was conducted due to the COVID-19 pandemic. This citation is deferred until the next regulatory visit.

**POI (Plan of Improvement)**

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

**Correction Deadline: 10/31/2019**

**Safety**

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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 and Owner on this date.

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

N/A

**Comment**

Center does not participate in field trips at this time.

**Comment**

A current/completed inspection was observed for all vehicles used in transporting children this date.

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Routine transportation had been suspended due to due to the Executive Order issued on May 12, 2020. The director stated that routine school transportation would begin on August 13, 2020 for a child attending a private school in the area and September 8, 2020 with the start of Richmond County Schools. Paperwork, checklist, permission forms, annual inspection form, and proper check of the vehicle after transportation were discussed with the director and owner.

**Sleeping & Resting Equipment**

**Comment**

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

**Staff Records**

**Records Reviewed: 14**

**Records with Missing/Incomplete Components: 3**

|  |         |
|--|---------|
| Staff # 1                              | Met     |
| Date of Hire: 02/14/2005               |         |
| Staff # 2                              | Not Met |
| Date of Hire: 03/23/2015               |         |
| <u>"Missing/Incomplete Components"</u> |         |
| .33(3)-Health & Safety Certificate     |         |
| Staff # 3                              | Not Met |
| Date of Hire: 01/03/2018               |         |
| <u>"Missing/Incomplete Components"</u> |         |
| .33(3)-Health & Safety Certificate     |         |
| Staff # 4                              | Met     |
| Date of Hire: 03/25/2019               |         |
| Staff # 5                              | Met     |
| Date of Hire: 11/01/2000               |         |
| Staff # 6                              | Met     |
| Date of Hire: 06/08/2001               |         |
| Staff # 7                              | Met     |
| Date of Hire: 05/18/2005               |         |
| Staff # 8                              | Met     |
| Date of Hire: 07/26/2019               |         |

**Records Reviewed: 14****Records with Missing/Incomplete Components: 3**

|  |         |
|--|---------|
| Staff # 9<br>Date of Hire: 06/01/2020  | Met     |
| Staff # 10<br>Date of Hire: 06/10/2019   | Met     |
| Staff # 11<br>Date of Hire: 12/17/2019<br><u>"Missing/Incomplete Components"</u><br>.33(3)-Health & Safety Certificate | Not Met |
| Staff # 12<br>Date of Hire: 04/12/2001   | Met     |
| Staff # 13<br>Date of Hire: 12/04/2019   | Met     |
| Staff # 14<br>Date of Hire: 08/15/2019   | Met     |

**Staff Credentials Reviewed: 9**


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|   |            |
|---|------------|
| <b>591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)</b> | <b>Met</b> |
|---|------------|

**Comment**

Criminal record checks were observed to be complete.

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|  |                             |
|--|-----------------------------|
| <b>591-1-1-.14 First Aid &amp; CPR</b> | <b>Technical Assistance</b> |
|--|-----------------------------|

**Technical Assistance**

591-1-1-.14(2) - The consultant discussed with the director to ensure all staff have evidence of current first aid and CPR training, as the training was not provided during the COVID-19 pandemic.

**Correction Deadline: 9/6/2020**


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|                                   |                |
|-----------------------------------|----------------|
| <b>591-1-1-.33 Staff Training</b> | <b>Not Met</b> |
|-----------------------------------|----------------|

**Comment**

Documentation observed of required staff training.

**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 #2, hired March 23, 2015, Staff #3, hired January 3, 2018, and Staff #11, hired December 17, 2019, did not have documentation for completing the Health and Safety Orientation Training, which was required within 90 days of employment.

**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: 9/6/2020**

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

**Not 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 May 12, 2020.

**Finding**

591-1-1-.31(2)(a) requires the Center to ensure there is a designated teacher/lead caregiver for each group of children. It was determined, based on review of records, that the center did not have a lead teacher for each operating classroom, as the Infant classroom was operating without a lead caregiver on this date.

**POI (Plan of Improvement)**

The Center will designate or hire a qualified lead caregiver for the classroom.

**Correction Deadline: 9/7/2020**

|                                 |
|---------------------------------|
| <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 during the virtual walk through.