



**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: 7/27/2020 **VisitType:** Incident Investigation & Follow Up **Arrival:** 2:40 PM **Departure:** 4:10 PM

CCLC-35240

Primrose School of Five Forks

3030 River Dr. Lawrenceville, GA 30044 Gwinnett County
(770) 985-0028 Gilbenjamin@att.net

Regional Consultant

Margarita Collier

Phone: (770) 342-7934

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margarita.collier@decals.ga.gov

Mailing Address

Same

Quality Rated: No

Compliance Zone Designation		
07/27/2020	Incident Investigation & Follow Up	Good Standing
01/28/2020	Monitoring Visit	Good Standing
09/16/2019	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 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/1L		0	0	C	12	C	NA	NA	
Main	B/2L		0	0	C	20	C	NA	NA	
Main	C/3L		0	0	C	22	C	NA	NA	
Main	D/4L		0	0	C	20	C	NA	NA	
Main	E/5L		0	0	C	20	C	NA	NA	
Main	F/1R		0	0	C	11	C	NA	NA	
Main	F/1R Back		0	0	C	11	C	NA	NA	
Main	G/2R		0	0	C	21	C	NA	NA	
Main	H/3R		0	0	C	20	C	NA	NA	
Main	I/4R		0	0	C	22	C	NA	NA	

Total Capacity @35 sq. ft.: 179

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 0

Total Capacity @35 sq. ft.: 179

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A/R Font/Patch	16	C
Main	B/R Rear	53	C
Main	C/L Front	25	C
Main	D/L Rear	38	C

Comments

July 27, 2020 - The investigation was not closed on this date. An in-person visit was not conducted due to the COVID-19 pandemic. the visit was completed via telephone.

August 10, 2020 - The investigation was closed on this date.

Plan of Improvement: Developed This Date 07/27/2020

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.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.

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.

- 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.

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

Jeanne Vanemburgh, Program Official

Date

Margarita Collier, Consultant

Date



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Findings Report

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The following information is associated with a Incident Investigation & Follow Up:

Staff Records

Records Reviewed: 27

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 10/07/2019	
Staff # 2	Met
Date of Hire: 09/01/2012	
Staff # 3	Met
Date of Hire: 09/09/2019	
Staff # 4	Met
Date of Hire: 11/11/2019	
Staff # 5	Met
Date of Hire: 08/27/2019	
Staff # 6	Met
Date of Hire: 01/04/2016	
Staff # 7	Met
Date of Hire: 01/06/2020	
Staff # 8	Met
Date of Hire: 11/05/2018	

Staff # 9 Date of Hire: 07/20/2020	Met
Staff # 10 Date of Hire: 10/05/1999	Met
Staff # 11 Date of Hire: 09/24/2008	Met
Staff # 12 Date of Hire: 10/24/2005	Met
Staff # 13 Date of Hire: 01/13/2020	Met
Staff # 14 Date of Hire: 10/17/2019	Met
Staff # 15 Date of Hire: 01/06/2020	Met
Staff # 16 Date of Hire: 07/23/2013	Met
Staff # 17 Date of Hire: 08/13/2015	Met
Staff # 18 Date of Hire: 02/21/2017	Met
Staff # 19 Date of Hire: 08/12/2019	Met
Staff # 20	Met
Staff # 21 Date of Hire: 06/03/2019	Met
Staff # 22 Date of Hire: 08/13/2007	Met
Staff # 23 Date of Hire: 01/13/2020	Met
Staff # 24	Met

Staff # 25	Met
Staff # 26	Met
Date of Hire: 03/17/2015	
Staff # 27	Met
Date of Hire: 01/02/2020	

Staff Credentials Reviewed: 2

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

The center had one of newly hired staff members since the previous visit was conducted on January 28, 2020. The consultant observed one of one newly hired staff member to have evidence of a satisfactory comprehensive background check on file.

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 newly hired 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.