



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: 11/13/2018 **VisitType:** Licensing Study

Arrival: 9:00 AM

Departure: 11:00 AM

CCLC-35646

Learning Hive Early Learning Center

415 Scenic Highway Lawrenceville, GA 30046 Gwinnett County
 (770) 822-4001 learninghivelawrenceville@gmail.com

Regional Consultant

LaQuita Clark

Phone: (706) 497-1536

Fax: (706) 688-0418

jennifer.taylor@dec.al.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.
11/13/2018	Licensing Study	Good Standing	
08/23/2018	Incident Investigation Closure	Good Standing	
08/20/2018	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	A: Right	One Year Olds and Two Year Olds	1	8	C	10	C	14	C	Circle Time
Main	B: 2 Right	Infants and One Year Olds	1	2	C	7	C	9	C	Floor Play
Main	C: Far Left	Three Year Olds and Four Year Olds	1	8	C	11	C	15	C	Centers
Main	D: Front Left		0	0	C	5	C	NA	NA	
Total Capacity @35 sq. ft.: 33			Total Capacity @25 sq. ft.: 43							
Total # Children this Date: 18			Total Capacity @25 sq. ft.: 43							

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG	27	C

Comments

The purpose of the visit was to conduct a licensing study and to follow up on the previous visit from August 20, 2018.

Plan of Improvement: Developed This Date 11/13/2018

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.

- 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://www.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

Danita Smith, Program Official

Date

LaQuita Clark, Consultant

Date



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Findings Report

Date: 11/13/2018 **VisitType:** Licensing Study

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Met

Comment

A variety of developmentally appropriate activities were observed to be provided. Lesson plans were observed available.

Correction Deadline: 11/13/2018

591-1-1-.12 Equipment & Toys(CR)

Met

Correction Deadline: 8/23/2018

Corrected on 11/13/2018

.12(1) - Previous citation has been corrected in that the director has removed the inappropriate chairs from the center. A plan is in place to purchase new seats as needed.

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 4

Records with Missing/Incomplete Components: 0

Child # 1 Met

Child # 2 Met

Child # 3 Met

Child # 4 Met

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

Records were observed to be complete and well organized.

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.

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

Playground observed in good repair. Please avoid use until standing water has receded.

Correction Deadline: 4/12/2018

Corrected on 11/13/2018

.26(4) - Previous citation has been corrected in that maintenance has anchored and stabilized the fence.

Food Service

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

Center menu meets USDA guidelines. Current feeding plans on file for infants.

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)**Not Met****Finding**

591-1-1-.20(1) requires Personnel to obtain specific written authorization from the child's physician or parent in order to dispense prescription or non-prescription medications, except for first aid. Such authorization will include when applicable, date; full name of the child; name of the medication; prescription number, if any; dosage; the dates to be given; the time of day to be dispensed; and signature of parent. It was determined, based on review of medication documentation, that medication authorized to be dispensed once a day from October 1 through October 5, 2018 was documented as dispensed twice on October 2, 2018. No adverse action was documented.

POI (Plan of Improvement)

The Center will train Staff to obtain and review parental authorizations to ensure the authorization contains complete information. The designated person(s) will monitor daily.

Correction Deadline: 11/13/2018

Policies and Procedures

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

Met

Comment

Complete documentation of emergency drills were observed on file.

Correction Deadline: 11/18/2018

Safety

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

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

Met

Comment

Center does not provide routine transportation.

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. Safety approved cribs were observed as well. Staff were observed to follow safe sleep procedures.

Staff Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 3

Staff # 1

Met

Date of Hire: 02/23/2013

Staff # 2

Not Met

Date of Hire: 04/21/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 3

Met

Date of Hire: 02/20/2017

Staff # 4

Not Met

Date of Hire: 03/19/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 5

Not Met

Date of Hire: 07/12/2017

"Missing/Incomplete Components"

.33(4)-1st Yr. Training 2 Hrs. (Abuse) Missing,.33(4)-1st Yr. Training 4 Hrs. Missing

Staff # 6

Met

Date of Hire: 11/22/2016

Staff Credentials Reviewed: 6**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record checks were observed to be complete. Comprehensive background checks were observed on file for all staff. The director stated there have been no new hires since the previous visit.

591-1-1-.14 First Aid & CPR**Met****Comment**

Evidence observed of over 50% of center staff certified in First Aid and CPR.

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 a review of records, that a staff member hired on March 7, 2018 did not have Health and Safety training on file 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: 11/13/2018

Recited on 11/13/2018

Finding

591-1-1-.33(4) requires all Staff who provide any direct care to children, except independent contractors, Students-in-Training and volunteers, to obtain ten (10) clock hours of training or instruction in child care issues from an accredited school or Department-approved source. At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children. It was determined, based on review of files, one staff member hired June 2017 did not have evidence of first year training on file.

POI (Plan of Improvement)

The Center will plan and schedule training and follow up to ensure that direct care Staff complete the required hours of training in the required subjects.

Correction Deadline: 11/13/2018

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 review of files, one staff member did not have evidence of annual training for 2017 on file.

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: 11/13/2018

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

Met

Comment

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

Adequate supervision observed on this date.