



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: 4/8/2021 **VisitType:** Monitoring Visit **Arrival:** 10:00 AM **Departure:** 11:00 AM

CCLC-37567

Discovery Point #1

3775 Zoar Rd. Snellville, GA 30039 Gwinnett County
 (770) 985-9555 gburdett@bellsouth.net

Regional Consultant

Leena Mitchell

Phone: (706) 433-7111

Fax: (706) 310-6944

leena.mitchell@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.
04/08/2021	Monitoring Visit	Good Standing	
10/14/2020	Licensing Study	Good Standing	
09/14/2020	Complaint Investigation by Phone	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	1 Left	Infants	3	7	C	26	C	NA	NA	Free Play
Main	1 Right	Two Year Olds and Three Year Olds	2	17	C	23	C	NA	NA	Circle Time
Main	2 Left	One Year Olds and Two Year Olds	2	7	C	23	C	NA	NA	Outside
Main	2 Right	Three Year Olds	2	7	C	21	C	NA	NA	Centers
Main	3 Right	Three Year Olds and Four Year Olds	1	10	C	23	C	NA	NA	Circle Time
Main	Back Left		0	0	C	19	C	NA	NA	Not In Use
Main	Back Right		0	0	C	20	C	NA	NA	Not In Use
Main	Dining/Multi Purpose	Six Year Olds and Over	2	29	C	32	C	NA	NA	Outside
Total Capacity @35 sq. ft.: 187			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 77			Total Capacity @35 sq. ft.: 187							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	210	C

Comments

Background checks were all reviewed on April 7, 2021. A virtual inspection was conducted on April 8, 2021 with the director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on March 31, 2021 was reviewed during the virtual inspection.

Plan of Improvement: No Plan Developed

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/RuleAndRegulations.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

Melissa Singley, Program Official

Date

Leena Mitchell, Consultant

Date



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Findings Report

Date: 4/8/2021 **VisitType:** Monitoring Visit **Arrival:** 10:00 AM **Departure:** 11:00 AM

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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 variety of equipment and toys were observed throughout the center.

Comment

Equipment and furniture observed to be properly secured, as applicable.

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

Met

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)

Technical Assistance

Technical Assistance

591-1-1-.25 - Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

Comment

Center appears clean and well maintained.

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

Met

Comment

Playground observed to be clean and in good repair.

Food Service

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

591-1-1-.15(2) - Please ensure the new updated infant feeding form is used. Discussed revision to the written feeding plans for children under the age of one (1) years old. Age-appropriate solid foods (including cereal) shall not be given to infants or children less than one (1) of age until recommended as developmentally appropriate by the child's primary care physician and indicated in writing by the Parent(s). As soon as the feeding plan indicates that a child is ready for solid foods, the child shall be fed from individual spoons and individual containers or dishes. A child shall not be fed directly from the original baby food container if the contents are to be fed to the child at more than one (1) meal or to more than one (1) child.

Correction Deadline: 4/8/2021**Comment**

591-1-1-.15(7) - Discussed new revision as of October 1, 2020, which states: Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

Correction Deadline: 4/8/2021

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 stated proper knowledge of hand washing and hygiene procedures for staff and children during virtual visit.

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

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.22 Parental Access**Met****Comment**

591-1-1-.22 - Parental access requirements are met per current COVID-19 guidelines.

Correction Deadline: 4/8/2021

591-1-1-.29 Required Reporting**Met****Comment**

Discussed reporting requirements.

Safety

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

Staff were observed to maintain a positive learning environment on this date. Staff stated proper discipline procedures during the virtual visit.

591-1-1-.36 Transportation(CR)**Met****Comment**

Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director.

Comment

The consultant observed the following vehicles to have a current vehicle inspection report on file:

- Vehicle Tag # - PKZ 8732 - Expires August 11, 2021.
- Vehicle Tag # - OGM 253 - Expires August 13, 2021.
- Vehicle Tag # - RPM 1264 - Expires August 17, 2021.

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 stated proper safe sleep policy and procedure during virtual visit.

Staff Records**Records Reviewed: 30****Records with Missing/Incomplete Components: 3**

Staff # 1	Met
Date of Hire: 07/15/2019	
 Staff # 2	 Met
Date of Hire: 07/15/2019	
 Staff # 3	 Met
Date of Hire: 07/13/2015	
 Staff # 4	 Met
Date of Hire: 08/30/2014	
 Staff # 5	 Met
Date of Hire: 08/30/2014	
 Staff # 6	 Met
Date of Hire: 07/21/2017	
 Staff # 7	 Met
Date of Hire: 08/19/2007	
 Staff # 8	 Met

Date of Hire: 05/31/2014

Staff # 9 Met

Date of Hire: 03/01/2018

Staff # 10 Met

Date of Hire: 09/07/2007

Staff # 11 Met

Date of Hire: 11/15/2019

Staff # 12 Met

Date of Hire: 07/02/2018

Staff # 13 Met

Date of Hire: 10/06/2021

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 14 Met

Date of Hire: 03/15/2001

Staff # 15 Not Met

Date of Hire: 11/28/2011

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 16 Not Met

Date of Hire: 09/18/2012

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 17 Met

Date of Hire: 07/31/2014

Staff # 18 Met

Date of Hire: 01/20/2021

Staff # 19 Met

Date of Hire: 08/20/1998

Staff # 20 Met

Date of Hire: 08/08/2011

Staff # 21 Met

Date of Hire: 08/30/2019

Staff # 22	Met
Date of Hire: 10/13/2019	
Staff # 23	Met
Date of Hire: 03/08/1999	
Staff # 24	Met
Date of Hire: 11/22/2013	
Staff # 25	Met
Staff # 26	Not Met
Date of Hire: 12/09/2020	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 27	Met
Date of Hire: 09/15/2020	
Staff # 28	Met
Date of Hire: 06/24/2019	
Staff # 29	Met
Date of Hire: 02/17/2015	
Staff # 30	Met
Date of Hire: 03/16/2015	

Staff Credentials Reviewed: 11**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Not Met****Technical Assistance**

591-1-1-.09(1) - 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 (180 days) 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.

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 based on review of records that staff member #26 was hired on December 9, 2020 and did not submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will 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 ensure the CRC rules are maintained.

Correction Deadline: 4/8/2021

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 review of records that staff member #26 was hired on December 9, 2020 and did not have a valid and current satisfactory Comprehensive Records Check Determination on file. Staff member #26 was observed to be present with children. A one-day letter and video affidavit was given to the provider on this date.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will 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 ensure the CRC rules are maintained.

Correction Deadline: 4/8/2021

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

Consultant discussed the following rule with the Provider on this date: 591-1-1-.31 - All lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

Comment

Staff observed to be compliant with applicable laws and regulations. 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 March 31, 2021.

Staffing and Supervision

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

591-1-1-.32 - Discussed combining children of mixed ages.

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

Staff observed to provide direct supervision and be attentive to children's needs.

Comment

591-1-1-.32(7) - Discussed new revision as of October 1, 2020, which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.

Correction Deadline: 4/8/2021