



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: 7/28/2021 **VisitType:** Monitoring Visit **Arrival:** 1:30 PM **Departure:** 2:30 PM

CCLC-37567

Discovery Point #1

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

Regional Consultant

Leena Mitchell

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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.
07/28/2021	Monitoring Visit	Good Standing	
04/08/2021	Monitoring Visit	Good Standing	
10/14/2020	Licensing Study	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 and One Year Olds	3	9	C	26	C	NA	NA	Nap,Snack,Floor Play
Main	1 Right	Two Year Olds and Three Year Olds	4	18	C	23	C	NA	NA	Snack,Nap,Transitioning
Main	2 Left	One Year Olds and Two Year Olds	2	11	C	23	C	NA	NA	Nap
Main	2 Right	Three Year Olds	2	15	C	21	C	NA	NA	Nap
Main	3 Right	Three Year Olds and Four Year Olds	2	19	C	23	C	NA	NA	Nap
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	Five Year Olds	1	17	C	32	C	NA	NA	Free Play
Total Capacity @35 sq. ft.: 187			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 89			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 July 20, 2021. A virtual inspection was conducted on July 28, 2021 with the director. An in-person visit was not conducted due to the COVID-19 pandemic.

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.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.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.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.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.ga.gov

Melissa Singley, Program Official

Date

Leena Mitchell, Consultant

Date



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Findings Report

Date: 7/28/2021 **VisitType:** Monitoring Visit

Arrival: 1:30 PM

Departure: 2:30 PM

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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)

Met

Comment

A virtual walk through was conducted on this date due to the COVID-19 pandemic. The center appeared to be clean and well maintained upon virtual walk through.

Comment

No hazards observed accessible to children on this date.

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

Met

Comment

Playground observed to be clean and in good repair.

Health and Hygiene

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

Staff stated proper knowledge of diapering procedures. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date.

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)**Technical Assistance****Technical Assistance**

591-1-1-.20 - Discussed proper medication documentation and procedures.

Policies and Procedures

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

Consultant discussed the following rule with the Provider on this date: 591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years.

Correction Deadline: 8/2/2021

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

591-1-1-.22 - consultant discussed with provider that as of July 1, 2021, custodial parent(s) of the child shall be permitted access to all child care areas of the child care program at any time their child is in attendance.

Correction Deadline: 7/28/2021

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

The consultant discussed the updated required reporting requirements regarding suspected cases of child abuse (at the center and/or home) reported to the Department of Family and Children Services, communicable illness required to be reported to the Department of Public Health, and temporary closure of the center via DECAL KOALA.

Safety

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.

591-1-1-.36 Transportation(CR)**Not Met****Comment**

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

- Vehicle Tag # - RPM1264 - Expires August 17, 2021.
- Vehicle Tag # - DQM253 - Expires August 13, 2021.
- Vehicle Tag # - PKZ8732 - Expires August 11, 2021.

Finding

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on review of records that six of nine staff members did not have evidence of two (2) hours of state-approved transportation training prior to attending a field trip to Urban Air Trampoline Park on July 21, 2021 and Sparkles Roller Skating Rink on July 15, 2021.

POI (Plan of Improvement)

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

Correction Deadline: 7/29/2021

Finding

591-1-1-.36(4)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, tail lights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Center or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined based on review of records vehicle tag #PKZ8731 had an annual vehicle inspection that expired on June 5, 2021.

POI (Plan of Improvement)

The Center will obtain the annual vehicle inspection.

Correction Deadline: 8/2/2021

Finding

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on review of records that the center staff did not document in writing with a check or other mark/symbol to account for the unloading of twelve of twelve children transported from Urban Air Trampoline Park on July 21, 2021.

POI (Plan of Improvement)

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

Correction Deadline: 7/29/2021

Finding

591-1-1-.36(7)(c)3. requires that the driver or other designated person document in writing the time of arrival and departure each time the vehicle departs from the Center, is loaded or unloaded at each school and when the vehicle returns to the Center; each time the vehicle departs from the Center, arrives at the location where any child is picked up or dropped off and when the vehicle returns to the Center; each time the vehicle leaves the Center, arrives at a field trip destination, leaves a field trip destination, and returns to the Center. It was determined based on review of records that the center staff did not document the time the children who were transported from Urban Air Trampoline Park arrived at the center on July 21, 2021.

POI (Plan of Improvement)

The Center will ensure that each time of arrival and departure is documented by the driver or designated person with training, review and monitoring.

Correction Deadline: 7/29/2021

Finding

591-1-1-.36(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Center, and the last stop during transportation to home or school. The responsible person on the vehicle shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; sign the passenger transportation checklist (s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was determined based on review of records that a staff member did not document in writing the first check of the vehicle at the field trip destination to Urban Air Trampoline Park on July 21, 2021.

POI (Plan of Improvement)

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

Correction Deadline: 7/29/2021

Finding

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on review of records that a staff member did not document in writing the second check of the vehicle at the field trip destination to Urban Air Trampoline Park on July 21, 2021.

POI (Plan of Improvement)

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

Correction Deadline: 7/28/2021

Sleeping & Resting Equipment

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

Pleasant naptime environment observed.

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.

Technical Assistance

Consultant discussed the following rule with the Provider on this date: 591-1-1-.30(1)(d) requires that all sleeping and resting equipment shall be arranged to avoid obstructing access to exit doors, to provide the caregivers access to each child, and to prevent children's access to cords hanging from window treatments and other hazardous objects. To reduce the transfer of airborne diseases, sleeping and resting equipment shall be arranged as follows. There shall be a minimum of twenty-four inch (24") corridor between each row of sleeping or resting equipment. There shall be a minimum of twelve inches (12") between each piece of sleeping or resting equipment in each row of equipment. Children shall be placed on cots and mats so that one child's head is toward another child's feet in the same row.

Correction Deadline: 7/28/2021

Staff Records

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: 07/02/2018	
Staff # 5	Met
Date of Hire: 07/01/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 6	Met
Date of Hire: 08/30/2014	
Staff # 7	Met
Date of Hire: 08/30/2014	
Staff # 8	Met
Date of Hire: 07/21/2017	
Staff # 9	Met
Date of Hire: 06/16/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 10	Met
Date of Hire: 08/19/2007	
Staff # 11	Met
Date of Hire: 05/31/2014	
Staff # 12	Met
Date of Hire: 03/01/2018	
Staff # 13	Met
Date of Hire: 09/07/2007	
Staff # 14	Met
Date of Hire: 11/15/2019	
Staff # 15	Met
Date of Hire: 07/02/2018	

Staff # 16	Met
Date of Hire: 03/15/2001	
Staff # 17	Met
Date of Hire: 08/19/2020	
Staff # 18	Met
Date of Hire: 11/28/2011	
Staff # 19	Met
Date of Hire: 09/18/2012	
Staff # 20	Not Met
Date of Hire: 04/19/2021	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing	
Staff # 21	Met
Date of Hire: 06/15/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 22	Met
Date of Hire: 07/31/2014	
Staff # 23	Not Met
Date of Hire: 01/20/2021	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing	
Staff # 24	Met
Date of Hire: 05/21/2021	
Staff # 25	Not Met
Date of Hire: 02/01/2021	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 26	Met
Date of Hire: 08/20/1998	
Staff # 27	Met
Date of Hire: 08/08/2011	
Staff # 28	Met
Date of Hire: 08/30/2019	

Staff # 29	Met
Date of Hire: 10/13/2019	
Staff # 30	Met
Date of Hire: 03/08/1999	
Staff # 31	Not Met
Date of Hire: 03/26/2021	
<u>"Missing/Incomplete Components"</u>	
.36(3)(a-b)-2 hrs. Transportation Training missing	
Staff # 32	Met
Date of Hire: 11/22/2013	
Staff # 33	Met
Date of Hire: 01/05/2018	
Staff # 34	Met
Date of Hire: 09/15/2020	
Staff # 35	Not Met
Date of Hire: 06/24/2019	
<u>"Missing/Incomplete Components"</u>	
.36(3)(a-b)-2 hrs. Transportation Training missing	
Staff # 36	Met
Date of Hire: 02/17/2015	
Staff # 37	Met
Date of Hire: 11/21/2016	
Staff # 38	Met
Date of Hire: 03/16/2015	

Staff Credentials Reviewed: 14

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

The director provided five files for staff members hired since the previous visit conducted on April 8, 2021. The consultant observed five of five newly hired staff members to have evidence of a satisfactory criminal record check letter on file.

Correction Deadline: 4/8/2021

Corrected on 7/28/2021

.09(1)(a) - The consultant observed the previous citation to be corrected in that the consultant observed all staff members to have evidence of a satisfactory comprehensive record check determination letter.

Correction Deadline: 4/8/2021

Corrected on 7/28/2021

.09(1)(c) - The consultant observed the previous citation to be corrected in that the consultant observed all staff members to have evidence of a satisfactory comprehensive record check determination letter.

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

Technical Assistance

Technical Assistance

591-1-1-.14 - The consultant discussed first aid and CPR requirements with the director:

- Ensure that all newly hired staff members complete the required first aid and CPR training within 90-days of their date of hire.
- CPR training must have a hands-on training component. Online only CPR training will not be accepted by the department.

591-1-1-.33 Staff Training

Technical Assistance

Technical Assistance

591-1-1-.33(3) - Discussed: Health and Safety Training is required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

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)

Not Met

Finding

591-1-1-.32(7) requires that children be supervised at all times appropriate to the individual age, needs and capabilities of each child. Such supervision must include, but not be limited to, indoor and outdoor activities, mealtimes, naptime, transportation, field trips, and transitions between activities. "Supervision" means that the appropriate number of Staff members are physically present in the area where children are being cared for and are providing watchful oversight to the children, volunteers and Students-in-Training. The persons supervising in the child care area must be alert, positioned to maximize their ability to hear and see the children at all times, and able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the volunteers and Students-in-Training, and provide timely attention to the children's actions and needs. 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. It was determined based on observation that staff members in classroom 1 left and 1 right were not seated within an arm's length away from children who were observed to be eating snack at the table.

POI (Plan of Improvement)

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

Correction Deadline: 7/28/2021