



**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: 1/15/2019 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 9:00 AM **Departure:** 2:05 PM

CCLC-48875

Kidz choice Academy

2675 Stone Drive Lilburn, GA 30047 Gwinnett County
(770) 676-0668 kidzchoiceacademy@gmail.com

Regional Consultant

Tasha McDonald

Phone: (770) 344-3353

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tasha.mcdonald@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.
01/15/2019	Complaint Closure	Good Standing	
01/15/2019	Complaint Investigation & Monitoring Visit	Good Standing	
11/28/2018	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	A - Far Left		0	0	C	10	C	NA	NA	
Main	B - 2L middle		0	0	C	19	C	NA	NA	
Main	C - Center Left		0	0	C	22	C	NA	NA	
Main	D- Center Right	One Year Olds	1	2	C	35	C	NA	NA	Floor Play
Main	E- 1L	Two Year Olds	1	5	C	28	C	NA	NA	Circle Time
Main	F- Front Right	Three Year Olds	1	5	C	20	C	NA	NA	Free Play

Total Capacity @35 sq. ft.: 134

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 12

Total Capacity @35 sq. ft.: 134

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A - Front Left	14	C
Main	B - 1L Toddler	17	C
Main	C - Rear Centet	112	C

Comments

The purpose of this visit was to conduct a complaint investigation and monitoring visit and to follow-up on the previous visit completed on November 28 , 2018.

Plan of Improvement: Developed This Date 01/15/2019

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

Tawuana Morton-Taylor, Program Official

Date

Tasha McDonald, Consultant

Date



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Findings Report

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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.

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

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

Proper diapering procedures observed.

591-1-1-.17 Hygiene(CR)**Met****Correction Deadline: 11/28/2018****Corrected on 1/15/2019****.17(8) - The previous citation was observed to be corrected on this date. Consultant observed the center staff to properly wash their hands at the appropriate times on this date.**

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

Discussed proper medication documentation and procedures.

Safety

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

Please be mindful of voice tone in redirecting children.

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****Correction Deadline: 11/28/2018****Corrected on 1/15/2019****.30(1)(d) - The previous citation was observed to be corrected on this date. Consultant observed sleeping and resting equipment according to the requirements on this date.****Staff Records****Records Reviewed: 6****Records with Missing/Incomplete Components: 5**

Staff # 1

Not Met

Date of Hire: 01/07/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 2

Not Met

Date of Hire: 01/07/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 3

Not Met

Date of Hire: 01/07/2018

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 4

Not Met

Records Reviewed: 6**Records with Missing/Incomplete Components: 5**

Date of Hire: 01/07/2019

"Missing/Incomplete Components"

.33(4)-Food Prep Training Missing 4 hrs.,.09-Criminal Records Check Missing

Staff # 5

Met

Date of Hire: 06/19/2018

Staff # 6

Not Met

Date of Hire: 01/07/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff Credentials Reviewed: 6**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Comment**

Consultant reviewed five files for staff members hired since the previous visit was conducted on November 28, 2018. Consultant observed five of five newly hired staff members to have evidence of a satisfactory determination letter on file on this date.

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 consultant's review of staff files five of six staff members did not have evidence of a satisfactory determination letter on file on this date. A one day letter was left on this date.]

POI (Plan of Improvement)

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.

Correction Deadline: 1/15/2019**591-1-1-.14 First Aid & CPR****Not Met****Finding**

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on a review of records three of six staff did not have proof of current First Aid/CPR training on this date.

POI (Plan of Improvement)

The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

Correction Deadline: 1/29/2019**Recited on 1/15/2019**

591-1-1-.33 Staff Training**Not Met****Finding**

591-1-1-.33(5) requires the Director and person with primary responsibility for food preparation to have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on review of files that the director and the cook does not have the four hour training completed.

POI (Plan of Improvement)

The Center will schedule food preparation training, as required, and follow up to ensure the training is completed.

Correction Deadline: 1/29/2019**Recited on 1/15/2019**

591-1-1-.31 Staff(CR)**Met****Correction Deadline: 11/28/2018****Corrected on 1/15/2019**

.31(2)(b)2. - The previous citation was observed to be corrected on this date. Consultant observed all established Lead Teachers with appropriate documentation and discussed that all new lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

Staffing and Supervision

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

Discussed naptime ratios.

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

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