



**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: 12/6/2018 **VisitType:** Licensing Study **Arrival:** 9:30 AM **Departure:** 12:45 PM

CCLC-798

Kids First Daycare, Inc.

1479 Purcell Rd. Lawrenceville, GA 30043 Gwinnett County
(678) 442-0200 lindahicks100@yahoo.com

Mailing Address
Same

Regional Consultant

Stacy Whitten

Phone: (770) 405-7920
Fax: (404) 478-8021
stacy.whitten@decal.ga.gov

Joint with: Mandi Sloan

Quality Rated: ★

Compliance Zone Designation		
12/06/2018	Licensing Study	Good Standing
05/17/2018	Monitoring Visit	Good Standing
11/28/2017	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	1st Right	Two Year Olds	1	6	C	15	C	NA	NA	Transitioning
Main	2nd Right	Infants and One Year Olds	1	6	C	8	C	NA	NA	Floor Play
Main	3rd Right		0	0	C	19	C	NA	NA	
Main	Back Left	PreK	2	21	C	22	C	NA	NA	Centers
Main	Front Left		0	0	C	18	C	NA	NA	
Main	Middle Left	Three Year Olds	1	6	C	15	C	NA	NA	Music
Main	Rear		0	0	C	20	C	NA	NA	

Total Capacity @35 sq. ft.: 117

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 39

Total Capacity @35 sq. ft.: 117

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG- Infant/Toddler Playground	20	C
Main	PG- Preschool/Afterschool Playground	104	C

Comments

The purpose of this visit was to conduct a licensing study and follow up on previous rule violations.

Plan of Improvement: Developed This Date 12/06/2018

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/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.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

Linda Hicks, Program Official

Date

Stacy Whitten, Consultant

Date

Mandi Sloan, Consultant

Date



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Findings Report

Date: 12/6/2018 **VisitType:** Licensing Study **Arrival:** 9:30 AM **Departure:** 12:45 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Not Met

Finding

591-1-1-.12(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. It was determined based on consultant observation that the following equipment was observed to be unsecured and posed a tipping hazard: In the back left pre k classroom there was one aquarium observed on a low shelf that was not secured. In the front left classroom there was a red shelf containing books that was not secured and an additional wooden bookshelf containing books and games. In the third right classroom there was one aquarium observed on a low block shelf that was not secured.

POI (Plan of Improvement)

The Center will ensure that the identified equipment or furniture and any other such existing or future items are secured adequately and will have a system for checking these for stability.

Correction Deadline: 12/6/2018

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 4

Met

Child # 5

Met

591-1-1-.08 Children's Records

Met

Correction Deadline: 5/17/2018

Corrected on 12/6/2018

.08(1) - The previous citation is corrected in that five out of five children's records reviewed were complete on this date.

Facility

591-1-1-.06 Bathrooms

Technical Assistance

Technical Assistance

591-1-1-.06(1) - Consultant discussed with provider to ensure the two toilets and one sink in classroom 3R that were inoperable on this date, are repaired and operable before children are present in this classroom. There were no children housed in this classroom on this date.

Correction Deadline: 1/5/2019

Technical Assistance

591-1-1-.06(4) - Consultant discussed with provider the cleaning of all vents.

Correction Deadline: 1/5/2019

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)

Not Met

Finding

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation the following hazards were accessible to children on this date:

The kitchen door was propped open

One pair of scissors stored in an unlocked drawer were accessible in the middle left three year old classroom

A staff member's purse stored in an unlocked cabinet under the diaper changing table was accessible in the middle left three year old classroom

A staff member's purse stored in an unlocked cabinet in the block center was accessible in the back left pre-kindergarten classroom.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 12/6/2018

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

Not Met

Correction Deadline: 5/18/2018

Corrected on 12/6/2018

.26(4) - Correction of the previous citation was observed on this date.

Finding

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on consultant observation that there was chipping paint on the red wooden shade structure on the preschool playground, one tricycle on the preschool playground was missing a handle and "s" hooks were open on the swings on the preschool playground.

POI (Plan of Improvement)

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

Correction Deadline: 12/16/2018

Finding

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on consultant observation that there was zero to one inch of mulch observed present under swings on the left preschool playground.

POI (Plan of Improvement)

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

Correction Deadline: 12/16/2018

Finding

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete.

It was determined based on consultant observation that the following hazards were present on the playgrounds on this date:

On the front left infant toddler playground the fence containing the AC unit was left open leaving lawn tools accessible to children, the sidewalk was not flush with the ground in that there was a three to four inch tripping hazard present and exposed roots in need of repainting. On the back preschool after school playground chipping paint was observed to be present on the building.

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 12/6/2018

Food Service

591-1-1-.15 Food Service & Nutrition

Not Met

Finding

591-1-1-.15(2) requires that a signed written feeding plan for children less than one (1) year of age shall be obtained from Parent(s) and that instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the child's assigned room and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined based on a review of records that two infants enrolled in the program did not have evidence of a feeding plan on this date.

POI (Plan of Improvement)

The Center Director will develop and implement a plan to obtain and post the completed feeding plan as part of the enrollment process and to have parents update the plans on a regular basis that will include center staff involved with enrollment and those working in the infant classrooms.

Correction Deadline: 12/6/2018

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

Correction Deadline: 5/17/2018

Corrected on 12/6/2018

.17(8) - Correction of the previous citation was observed in that staff stated proper hand washing on this date.

591-1-1-.20 Medications(CR)

Met

Comment

Documentation for medication dispensing observed complete.

Safety

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

Technical Assistance

Technical Assistance

591-1-1-.11(1) - Consultant discussed with provider to ensure that all staff are trained in proper discipline procedures. One staff member stated improper discipline procedures, during staff discussion on this date, when the staff member stated that they place three year old children in time out for five minutes as a form on discipline.

Correction Deadline: 12/6/2018

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

Technical Assistance

Technical Assistance

591-1-1-.36 - Consultant discussed with the provider to monitor and replenish supplies in the vehicle's first aid kit as needed.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)

Technical Assistance

Technical Assistance

591-1-1-.30(1)(b) - Consultant discussed with provider to monitor, repair or replace the mats used for nap time where rips and tears are beginning to develop.

Correction Deadline: 12/6/2018

Staff Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 4

Staff # 1

Met

Date of Hire: 11/27/2006

Staff # 2

Not Met

Date of Hire: 01/05/2015

Records Reviewed: 6**Records with Missing/Incomplete Components: 4**"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 3

Met

Date of Hire: 11/01/2007

Staff # 4

Not Met

Date of Hire: 04/17/2018

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 5

Not Met

Date of Hire: 08/06/2018

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 6

Not Met

Date of Hire: 04/30/2018

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

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.

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 review of records that two staff members who were hired more than 90 days ago did not have evidence of completing their required CPR and First Aid training. It was also determined based on a review of records that one staff member's CPR and First Aid training was expired 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: 1/5/2019**591-1-1-.33 Staff Training****Not Met**

Finding

591-1-1-.33(2) requires the initial orientation to include the following subjects: the Center's policies and procedures; the portions of these rules dealing with the care, health and safety of children; the Employee's assigned duties and responsibilities; reporting requirements for suspected cases of child abuse, neglect or deprivation; communicable diseases and serious injuries; emergency plans; childhood injury control; the administration of medicine; reducing the risk of Sudden Infant Death Syndrome (SIDS); hand washing; fire safety; water safety; and prevention of HIV/Aids and blood borne pathogens. It was determined based on review of records that one out of six employees did not possess evidence of new hire orientation.

POI (Plan of Improvement)

The Center will provide orientation in all missing subjects to the employee(s) and will take steps to provide a complete orientation to new Employees in the future.

Correction Deadline: 12/6/2018

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

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