



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

Cover Sheet

Date: 3/29/2022 **VisitType:** Licensing Study

Arrival: 10:00 AM **Departure:** 12:15 PM

CCLC-1020

Fort Daniel Children's Academy

2730 Braselton Hwy. Dacula, GA 30019 Gwinnett County
 (770) 932-6200 Ftdaniel@fdca.comcastbiz.net

Regional Consultant

Dianne Clarke

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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.
03/29/2022	Licensing Study	Good Standing	
11/04/2021	Monitoring Visit	Good Standing	
05/11/2021	Licensing Study	Good Standing	

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	1L	Infants and One Year Olds	2	7	C	16	C	NA	NA	Floor Play,Nap
Main	1R	Three Year Olds	2	6	C	20	C	NA	NA	Centers,Art
Main	2L	One Year Olds	2	10	C	17	C	NA	NA	Outside
Main	2R	Three Year Olds and Four Year Olds	2	3	C	16	C	NA	NA	Circle Time
Main	3L	Two Year Olds	2	12	C	14	C	NA	NA	Outside
Main	3R	Five Year Olds and Six Year Olds and Over	1	7	C	16	C	NA	NA	Centers
Main	4L	GA PreK	2	18	C	26	C	NA	NA	Outside
Main	4R	GA PreK	2	15	C	24	C	NA	NA	Centers
Main	Center	GA PreK	2	20	C	27	C	NA	NA	Snack,Transitioning
Main	Dining		0	0	C	30	C	NA	NA	
Total Capacity @35 sq. ft.: 206						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 98			Total Capacity @35 sq. ft.: 206			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A Left side	34	C
Main	PG Right Side	88	C

Comments

An Administrative Review was conducted on April 7, 2022. Staff files, children’s files, training, and background checks were all reviewed. A virtual inspection was conducted on March 29, 2022 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic.

Reminders: Please be sure to contact the Gwinnett County Department of Health if there are positive COVID-19 cases immediately and get their guidance. Please also complete a Required Report in DECAL KOALA for all communicable diseases within 24 hours. Be sure to select “Notifiable Communicable Diseases” to report closures for COVID cases.

Please be sure to enter all temporary closures in DECAL KOALA under the Required Report tab whenever your facility closed temporarily for one day or more.

Incident Reports are to be submitted via DECAL KOALA with all signed staff statements for staff and the director.

As of August 2, 2021, all amendments are required to be entered in DECAL KOALA.

Please be sure to hide staff who are no longer employed in your DECAL KOALA account. Please reach out for help with this, if needed.

If your center conducts transportation, please remember that the transportation training certificates must be renewed every two years for everyone participating in transportation including the director.

Plan of Improvement: Developed This Date 03/29/2022

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.decal.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



Important Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

Contact the Quality Rated help desk at 1 855-800-7747 or qualityrated@decal.ga.gov for more information. Free technical assistance is available!

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), do the following:

- 1) Log into DECAL KOALA www.decalkoala.com with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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)

LaNita Ricks, Program Official

Date

Dianne Clarke, Consultant

Date



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Findings Report

Date: 3/29/2022 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 12:15 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. A variety of equipment and toys were observed throughout the center.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 1

Child # 1	Met
Child # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Parent Names, Work Numbers	
Child # 3	Met
Child # 4	Met
Child # 5	Met

Technical Assistance

591-1-1-.08(1) - Please ensure that families are completing all of the required information on their enrollment forms.

Correction Deadline: 3/29/2022

Facility

591-1-1-.19 License Capacity(CR)**Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Licensed capacity observed to be routinely met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR)**Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. No hazards observed accessible to children on this date.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discussed maintenance of resilient surface. Please fluff and redistribute.

Food Service

591-1-1-.15 Food Service & Nutrition**Technical Assistance****Technical Assistance**

591-1-1-.15(3) - Please ensure that there is a thermometer in the fridge in the infant classroom to maintain the 40 or below temperatures where the infant bottles are kept.

Correction Deadline: 3/29/2022

Health and Hygiene

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Staff state proper knowledge of diapering procedures.

591-1-1-.17 Hygiene(CR)**Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Proper hand washing observed throughout the center.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discussed proper medication documentation and procedures.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Not Met****Finding**

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. It was determined based on a review of records that the Tornado drill was not completed for January through February 2022.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 4/22/2022

Safety

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Staff stated redirection, a safe place, talk about it/chill out, warning to take a break are all used to discipline.

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

591-1-1-.36(6) requires written Parental authorization for routine transportation provided by or on behalf of the Center. Written authorization must include the routine pick-up location, routine pick-up time, routine delivery location, routine delivery times and the name of any person authorized to receive the child. It was determined based on a review of records that one child was missing their parent authorization form and six were missing the time of pick-up and delivery time and were being transported during the week of March 21 and March 28, 2022.

POI (Plan of Improvement)

The Center will obtain the required written parental authorization.

Correction Deadline: 3/30/2022**Finding**

591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on a review of records that 13 out of 28 children were missing their physician's information and 5 out of 28 were missing their emergency contact's information and were transported during the week of March 21 and March 28, 2022.

POI (Plan of Improvement)

The Center will obtain a complete emergency medical information record for each child that is transported and maintain a copy on the vehicle.

Correction Deadline: 3/30/2022

Sleeping & Resting Equipment

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

A Virtual Visit was conducted due to the COVID-19 pandemic. 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 Records

Records Reviewed: 33

Records with Missing/Incomplete Components: 1

Staff # 1 Date of Hire: 10/18/2017	Met
Staff # 2	Met
Staff # 3 Date of Hire: 08/01/2016	Met
Staff # 4 Date of Hire: 07/31/2017	Met
Staff # 5 Date of Hire: 11/05/2020	Met
Staff # 6 Date of Hire: 08/27/2013	Met
Staff # 7 Date of Hire: 10/14/2021	Met
Staff # 8 Date of Hire: 10/17/2011	Met
Staff # 9 Date of Hire: 05/13/2002	Met
Staff # 10 Date of Hire: 11/20/2020	Met
Staff # 11	Met
Staff # 12	Met
Staff # 13 Date of Hire: 10/08/2015	Met
Staff # 14 Date of Hire: 03/14/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 15 Date of Hire: 07/31/2017	Met
Staff # 16	Met

Date of Hire: 05/09/1995

Staff # 17 Met

Date of Hire: 07/23/2021

Staff # 18 Met

Date of Hire: 08/05/2019

Staff # 19 Not Met

Date of Hire: 10/06/2021

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 20 Met

Date of Hire: 02/16/2021

Staff # 21 Met

Date of Hire: 07/14/2014

Staff # 22 Met

Date of Hire: 05/09/1995

Staff # 23 Met

Date of Hire: 11/12/2002

Staff # 24 Met

Staff # 25 Met

Staff # 26 Met

Date of Hire: 10/02/2013

Staff # 27 Met

Date of Hire: 10/20/2021

Staff # 28 Met

Date of Hire: 10/08/2018

Staff # 29 Met

Date of Hire: 10/08/2018

Staff # 30 Met

Date of Hire: 10/27/2017

Staff # 31 Met

Date of Hire: 08/19/2002

Staff # 32 Met
 Date of Hire: 07/23/2021

Staff # 33 Met
 Date of Hire: 09/04/2012

Staff Credentials Reviewed: 11

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

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Criminal record checks were observed to be complete.

- Please ensure that applicants/staff are listing exact dates (including month/day/year) on 10 year work history form in order to determine any breaks in service from the child care industry.
- Please ensure that records checks are redone if there is a six-month break in service.
- Please also ensure that satisfactory records checks are updated before the expiration date.
- Ensure that all therapists and other independent contractors have an updated records check on file, before being present at the center.
- Please ensure that staff with a national background check is always present with a staff who has a comprehensive background check. Staff should never be by themselves.

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 orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on a review of records that Health and Safety Orientation training was not uploaded for staff #19.

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 and will ensure that the training includes all required components as required.

Correction Deadline: 4/28/2022

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

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. 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

A Virtual Visit was conducted due to the COVID-19 pandemic. Center observed to maintain appropriate staff:child ratios.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Adequate supervision observed on this date. Discussed new revision to the supervision rule 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.