



**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:** 6/7/2022      **VisitType:** Licensing Study      **Arrival:** 11:25 AM      **Departure:** 12:35 PM

**CCLC-51400**

**Kids In Motion Academy Scenic**

2161 Scenic Highway Snellville, GA 30078 Gwinnett County  
 (678) 615-2627 kimascenic@gmail.com

**Regional Consultant**

Dianne Clarke

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**Mailing Address**

Same

**Quality Rated:** ★ ★

| <b>Compliance Zone Designation</b> |                  |               | <b>Compliance Zone Designation</b> - 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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|------------------------------------|------------------|---------------|--|
| 06/07/2022                         | Licensing Study  | Good Standing |  |
| 11/08/2021                         | Monitoring Visit | Good Standing |  |
| 05/12/2021                         | 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-1L-3's & 4's     |  | 0                              | 0        | C   | 12         | C            | NA         | NA           |               |
| Main                           | B-Back-1's & 2's   | One Year Olds and Two Year Olds and Three Year Olds and Four Year Olds | 2                              | 15       | C   | 15         | C            | NA         | NA           | Lunch         |
| Main                           | C-1R-Infants & 1's | Infants  | 1                              | 2        | C   | 6          | C            | NA         | NA           | Nap,Free Play |
| Total Capacity @35 sq. ft.: 25 |                    |  | Total Capacity @25 sq. ft.: 0  |          | Building @35 capacity limited by Insufficient Toilets/Sinks |            |              |            |              |               |
| Total # Children this Date: 17 |                    |  | Total Capacity @35 sq. ft.: 25 |          | Total Capacity @25 sq. ft.: 0                               |            |              |            |              |               |

| Building | Playground    | Playground Occupancy | Playground Compliance |
|----------|---------------|----------------------|-----------------------|
| Main     | PG A-All Ages | 58                   | C                     |

### Comments

On this date, consultant followed up to previous visit and conducted an on-site Licensing study. Consultant requested provider submit required documents for the Administrative Review process.

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.

Attached updated infant feeding plan to use immediately.

Plan of Improvement: Developed This Date 06/07/2022

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.dec.state.ga.us/CCS/Regulations.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 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us) 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.

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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](http://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.'

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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)

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Tammy Ware, Program Official

Date

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Dianne Clarke, Consultant

Date



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### Findings Report

**Date:** 6/7/2022 **VisitType:** Licensing Study **Arrival:** 11:25 AM **Departure:** 12:35 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**

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.

### Children's Records

**Records Reviewed: 5**

**Records with Missing/Incomplete Components: 1**

|  |         |
|--|---------|
| Child # 1                              | Met     |
| Child # 2                              | Met     |
| Child # 3                              | Met     |
| Child # 4                              | Not Met |
| <u>"Missing/Incomplete Components"</u> |         |
| .08(1)-Doctor, Clinic, Phone Numbers   |         |
| Child # 5                              | Met     |

**Finding**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on a review of records that child #4 did not have evidence of their physician's information on their enrollment form.

**POI (Plan of Improvement)**

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

**Correction Deadline: 6/14/2022**

**Recited on 6/7/2022**

**Technical Assistance**

591-1-1-.08(6) - Please ensure that parents are signing the children in and out daily.

**Correction Deadline: 6/7/2022**

**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)****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 that there were hazards observed in the following classrooms:

-A-1L: Clorox wipes were observed to be accessible in the pretend play kitchen area and plastic bags were accessible in the writing area.

-B-Back: Plastic wipes packaging, plastic bags and diaper cream and Aquaphor was observed to be accessible in children's bags. Also, staff's purse and backpack were observed to the back right area of the 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: 6/7/2022**

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

Playground observed to be clean and in good repair. Please ensure that playground checks are done daily.

**Food Service**

**Technical Assistance**

591-1-1-.15(2) - Please ensure to use the most recent feeding plan and remove the old plans from your enrollment packets.

**Correction Deadline: 6/7/2022**

**Health and Hygiene****591-1-1-.10 Diapering Areas & Practices(CR)**

Technical Assistance

**Technical Assistance**

591-1-1-.10(3) - Please ensure that no other items are stored placed on the changing table. Please remember the changing table is for diapering only.

**Correction Deadline: 6/7/2022**

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

Met

**Comment**

Proper hand washing observed throughout the center.

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

Met

**Comment**

The Provider currently does not dispense/administer medication.

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

Met

**Comment**

Age-appropriate discussion and/or redirection observed.

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

Met

**Correction Deadline: 11/18/2021**

**Corrected on 6/7/2022**

.36(3)(a-b) - The previous citation was observed to be corrected in that the director stated that transportation is no longer conducted at the center since the last visit. Please ensure that if transportation resumes, anyone participating in transportation including the director, has completed the required transportation training.

**Correction Deadline: 11/8/2021**

**Corrected on 6/7/2022**

.36(7)(b) - The previous citation was observed to be corrected in that the director stated that no transportation has been conducted since the last visit. The director stated that transportation is no longer conducted at the facility. Please ensure that if transportation resumes that all children being transported has their information completed on their medical emergency forms.

**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 Records**

**Records Reviewed: 10****Records with Missing/Incomplete Components: 6**

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Staff # 1 Not Met

Date of Hire: 08/19/2019

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate

Staff # 2 Met

Date of Hire: 07/06/2021

Staff # 3 Not Met

Date of Hire: 01/21/2020

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 4 Met

Date of Hire: 09/23/2021

Staff # 5 Met

Staff # 6 Not Met

Date of Hire: 08/19/2019

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 7 Not Met

Date of Hire: 10/13/2021

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 8 Not Met

Date of Hire: 02/16/2021

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 9 Not Met

Date of Hire: 05/11/2020

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 10 Met

Date of Hire: 09/27/2021

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**Staff Credentials Reviewed: 2**

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

**Comment**

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.

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**591-1-1-.14 First Aid & CPR****Not Met****Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records that staff #1, and #7 did not have current evidence of CPR and First Aid uploaded in KOALA.

**POI (Plan of Improvement)**

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

**Correction Deadline: 7/5/2022****Recited on 6/7/2022**

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**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 staff #3 and #7 did not have evidence of their Health and Safety Orientation Training uploaded in KOALA.

**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: 7/7/2022**



**Finding**

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on a review of records that staff #8 and #9 did not have current evidence of ten hours of annual training uploaded in KOALA for 2021.

**POI (Plan of Improvement)**

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

**Correction Deadline: 7/7/2022**

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

|                                 |
|---------------------------------|
| <b>Staffing and Supervision</b> |
|---------------------------------|

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

**Not Met**

**Finding**

591-1-1-.32(4) requires that children under three years old be housed in separate physical areas from older children and cannot be mixed with older children except at specified times and circumstances. It was determined based on observation that there were one and two-year-old children mixed with three and four-year-old children in the B-Back classroom and it was not the first or last hour of the day. There were five one-year-old, three two-year-olds, four three-year-olds, and three four-year-olds present.

**POI (Plan of Improvement)**

The Center will maintain separation of these children under three years old.

**Correction Deadline: 6/7/2022**

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

**Met**

**Comment**

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.