



**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:** 2/15/2021    **VisitType:** LS POI Follow Up    **Arrival:** 11:00 AM    **Departure:** 1:05 PM

**CCLC-52187**

**Kids Harbor of Rosebud**

3058 Rosebud Road Loganville, GA 30052 Gwinnett County  
(770) 978-5588 director.rosebud@kids-harbor.com

**Regional Consultant**

Dianne Clarke

Phone: (770) 357-4923

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dianne.clarke@decal.ga.gov

**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. |
|------------------------------------|-----------------------------------|---------------|--|
| 02/15/2021                         | LS POI Follow Up                  | Good Standing |  |
| 01/27/2021                         | Complaint Closure                 | Good Standing |  |
| 12/15/2020                         | Complaint Investigation Follow Up | 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-Infants      | Infants                                   | 2                               | 6        | C    | 19                              | C            | NA         | NA           | Nap, Floor Play      |
| Main                            | B-2L-1's          | One Year Olds                             | 2                               | 9        | C    | 16                              | C            | NA         | NA           | Art                  |
| Main                            | C-3L-2's          | Two Year Olds                             | 1                               | 7        | C    | 19                              | C            | NA         | NA           | Lunch                |
| Main                            | D-Middle-3's & Up | Five Year Olds and Six Year Olds and Over | 2                               | 20       | C    | 24                              | C            | NA         | NA           | Centers              |
| Main                            | E-5R-4's & Up     |   | 2                               | 0        | C    | 35                              | C            | 50         | C            | Not In Use           |
| Main                            | F-4R-4's & Up     |   | 2                               | 0        | C    | 29                              | C            | 40         | C            | Not In Use           |
| Main                            | G-3R-4's          |   | 1                               | 0        | C    | 28                              | C            | 39         | C            | Not In Use           |
| Main                            | H-2R-3's          | Three Year Olds                           | 2                               | 9        | C    | 24                              | C            | NA         | NA           | Transitioning, Lunch |
| Main                            | I-1R-3's          | Three Year Olds                           | 1                               | 8        | C    | 21                              | C            | NA         | NA           | Lunch                |
| Total Capacity @35 sq. ft.: 215 |                   |   |                                 |          |      | Total Capacity @25 sq. ft.: 252 |              |            |              |                      |
| Total # Children this Date: 59  |                   |   | Total Capacity @35 sq. ft.: 215 |          |      | Total Capacity @25 sq. ft.: 252 |              |            |              |                      |

| Building | Playground                          | Playground Occupancy | Playground Compliance |
|----------|-------------------------------------|----------------------|-----------------------|
| Main     | Playground A-Left-Infants, 1's, 2's | 25                   | C                     |
| Main     | Playground B-Back-4's & Up          | 85                   | C                     |
| Main     | Playground C-Right-3's              | 75                   | C                     |

### Comments

An Administrative Review was conducted on February 8, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on February 15, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on September 30, 2020 was reviewed during the virtual inspection.

Shared FAQ regarding Rule Changes effective October 1, 2020 and the new updated Infant feeding plan.

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.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 New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: <https://qualityrated.decal.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@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

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@decal.ga.gov](mailto:CCSRefutations@decal.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://decal.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)

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Sabrina Jackson, Program Official

Date

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Dianne Clarke, Consultant

Date



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### Findings Report

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The following information is associated with a LS POI Follow Up:

### 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.

### 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.

### Health and Hygiene

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. The Provider currently does not dispense/administer medication.

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**Policies and Procedures**

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

591-1-1-.22 - Parental access requirements were met per COVID-19 guidelines.

**Correction Deadline: 2/15/2021**

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**Safety**

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**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.

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

591-1-1-.36(7)(b) - Please ensure that information utilized for medical emergency information is completed on all forms for children participating in transportation.

**Correction Deadline: 2/16/2021**

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**Sleeping & Resting Equipment**

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**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.

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**Staff Records**

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**Records Reviewed: 26****Records with Missing/Incomplete Components: 1**

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Staff # 1

Met

Date of Hire: 10/06/2014

Staff # 2

Met

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Date of Hire: 09/03/2019

Staff # 3 Met

Date of Hire: 03/29/2018

Staff # 4 Met

Date of Hire: 10/06/2014

Staff # 5 Met

Date of Hire: 05/28/2015

Staff # 6 Met

Date of Hire: 11/18/2019

Staff # 7 Met

Date of Hire: 10/02/2019

Staff # 8 Met

Date of Hire: 12/16/2019

Staff # 9 Met

Date of Hire: 12/03/2020

Staff # 10 Met

Date of Hire: 08/03/2015

Staff # 11 Met

Date of Hire: 09/21/2020

Staff # 12 Not Met

Date of Hire: 01/09/2019

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 13 Met

Date of Hire: 01/26/2018

Staff # 14 Met

Date of Hire: 07/27/2015

Staff # 15 Met

Date of Hire: 09/07/2016

Staff # 16 Met

Date of Hire: 09/26/2015

**Records Reviewed: 26****Records with Missing/Incomplete Components: 1**

|  |     |
|--|-----|
| Staff # 17<br>Date of Hire: 10/06/2017 | Met |
| Staff # 18<br>Date of Hire: 02/08/2021 | Met |
| Staff # 19<br>Date of Hire: 08/08/2018 | Met |
| Staff # 20<br>Date of Hire: 10/06/2014 | Met |
| Staff # 21<br>Date of Hire: 02/06/2020 | Met |
| Staff # 22<br>Date of Hire: 10/06/2014 | Met |
| Staff # 23<br>Date of Hire: 08/03/2015 | Met |
| Staff # 24<br>Date of Hire: 10/22/2014 | Met |
| Staff # 25<br>Date of Hire: 06/12/2017 | Met |
| Staff # 26<br>Date of Hire: 01/22/2021 | Met |

**Staff Credentials Reviewed: 12**

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**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. Reminder: Please ensure that any staff who has had a six month break in service, completes a new records check before returning.

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**591-1-1-.09 Criminal Records Check(CR) Met****Comment**

Director provided five files for employees hired since last visit.

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**591-1-1-.14 First Aid & CPR Met****Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.

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**591-1-1-.33 Staff Training Met**

**Comment**

Documentation observed of required staff training.

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

**Not Met**

**Comment**

591-1-1-.31(13) - A Virtual Visit was conducted due to the COVID-19 pandemic. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on September 30, 2020.

**Correction Deadline: 2/15/2021**

**Finding**

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on a review of records that staff #12 did not have evidence of having completed their education credential in the scheduled time frame. The staff was due to complete the education credential by December 3, 2020.

**POI (Plan of Improvement)**

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience.

**Correction Deadline: 5/31/2021**

**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**

**Correction Deadline: 2/5/2021**

**Corrected on 2/15/2021**

**.32(7) - The previous citation was observed to be corrected in that adequate supervision was observed. The consultant also observed door guards were installed on the doors in the classrooms. Please be sure that the staff continues to supervise the children at all times.**