



**Comments**

This is a plan of improvement and follow up visit.

Reminders: Refer to the published communicable disease chart for guidance regarding communicable diseases. In most scenarios, only outbreaks/clusters should be reported to the local health districts.

Please be sure to contact the Gwinnett County Department of Health, if there are outbreaks/clusters of positive COVID-19 cases immediately, and get their guidance. Please be sure to also complete a Required Report in DECAL KOALA for all individual cases of 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 is 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.

All amendments are required to be electronically entered in DECAL KOALA effective August 2, 2021.

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.

Plan of Improvement: No Plan Developed 01/01/0001

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.decgal.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 855-800-7747 or [qualityrated@decgal.ga.gov](mailto:qualityrated@decgal.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.

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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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Maisha Moore, Program Official

Date

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Dianne Clarke, Consultant

Date



**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

**Findings Report**

**Date:** 10/14/2022 **VisitType:** POI Follow Up

**Arrival:** 12:30 PM

**Departure:** 1:45 PM

**FR-26353**

**Moore, Maisha S**

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**Regional Consultant**

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The following information is associated with a POI Follow Up:

**Children's Records**

**Records Reviewed: 10**

**Records with Missing/Incomplete Components: 0**

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met
Child # 6	Met
Child # 7	Met
Child # 8	Met
Child # 9	Met
Child # 10	Met

**290-2-3-.08 Children's Records**

**Met**

**Correction Deadline: 9/14/2022**

Corrected on 10/14/2022

.08(1) - The previous citation was observed to be corrected in that the following information was observed. Please ensure that families complete all of their information on their enrollment form prior to being present.

Correction Deadline: 9/27/2022

Corrected on 10/14/2022

.08(2) - The previous citation is observed to be corrected in that the immunization records was observed. Please ensure that immunization records are kept updated for every child enrolled at all times.

**Facility**

290-2-3-.11 Physical Plant - Safe Environment(CR) Met

Correction Deadline: 9/13/2022

Corrected on 10/14/2022

.11(2)(f) - The previous citation was observed to be corrected in that a gate was observed to be placed between the area that leads to the kitchen area. Please ensure that the gate is secure at all times. Also, the consultant guided the provider to use tape regarding the wallpaper in the bathroom to prevent the paper from being peeled again by the children.

290-2-3-.13 Playgrounds(CR) Met

Correction Deadline: 9/14/2022

Corrected on 10/14/2022

.13(2)(a) - The previous citation is corrected in that children will not have access to hazards on the playground. Please ensure that any hazards on the playground are inaccessible to the children at all times.

Correction Deadline: 9/13/2022

Corrected on 10/14/2022

.13(2)(d) - The previous citation will be corrected in that the provider will utilize construction barrier material to block off area not completely fenced and will take a photo to send to the consultant when the children are outside. Please ensure that the barrier is put up each time the children are outside until the fence can be enclosed.

**Staff Records**

290-2-3-.21 Criminal Records and Comprehensive Background Checks(CR) Met

Correction Deadline: 9/13/2022

Corrected on 10/14/2022

.21(1)(j) - The previous citation was observed to be corrected in that the fingerprint letter was observed to be ported. Please ensure that any independent contractors, therapists or anyone with access to the children has completed a fingerprint records check prior to being present at the facility.

-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 childcare industry.

-Please ensure that all staff, volunteers, independent contractors, substitutes etc...has their records check electronically ported to the center's list in KOALA before being present at the facility.

-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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290-2-3-.07 First Aid & CPR

Met

Correction Deadline: 9/27/2022

Corrected on 10/14/2022

.07(8) - The previous citation is corrected in that the provider stated that the helper has not been back since the last visit in March, 2022. Discussed with the provider that she will need to complete all of helper's training before returning back to the facility. The provider will send the evidence of her training if helper returns.

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290-2-3-.07 Staff Training

Met

Correction Deadline: 10/4/2022

Corrected on 10/14/2022

.07(7) - The previous citation is corrected in that the provider stated that the helper has not been back since the last visit in March, 2022. Discussed with the provider that she will need to complete all of helper's training before returning back to the facility. The provider will send the evidence of her training if helper returns.

Correction Deadline: 10/4/2022

Corrected on 10/14/2022

.07(9) - The previous citation is corrected in that the provider stated that the helper has not been back since the last visit in March, 2022. Discussed with the provider that she will need to complete all of helper's training before returning back to the facility. The provider will send the evidence of her training if helper returns.