



**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:** 1/28/2022    **VisitType:** Complaint Investigation Follow Up    **Arrival:** 10:30 AM    **Departure:** 11:40 AM

**CCLC-46842**

**Kiddie Academy of Dacula**

1162 Auburn Rd Dacula, GA 30019 Gwinnett County  
 (770) 277-2200 dacula@kiddieacademy.net

**Regional Consultant**

Margarita Collier

Phone: (770) 342-7934

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margarita.collier@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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
01/28/2022	Complaint Investigation Follow Up	Good Standing	
11/16/2021	Complaint Investigation by Phone	Good Standing	
10/27/2021	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	Infants	1	2	C	12	C	NA	NA	Floor Play
Main	B - 2L	One Year Olds and Two Year Olds	2	12	C	12	C	NA	NA	Nap
Main	C - 3L	One Year Olds and Two Year Olds	1	10	C	16	C	NA	NA	Diapering, Transitioning
Main	D - R Hall L	GA PreK	2	22	C	25	C	NA	NA	Outside, Transitioning
Main	E - 4R	Four Year Olds and Five Year Olds	1	12	C	25	C	NA	NA	Art, Centers
Main	F - 3R		0	0	C	24	C	NA	NA	
Main	G - 2R	Three Year Olds	2	17	C	23	C	NA	NA	Music
Main	H - 1R	Two Year Olds and Three Year Olds	2	17	C	20	C	NA	NA	Transitioning, Lunch, Centers
Main	I - Middle		0	0	C	25	C	35	C	
Total Capacity @35 sq. ft.: 182						Total Capacity @25 sq. ft.: 192				
Total # Children this Date: 92			Total Capacity @35 sq. ft.: 182			Total Capacity @25 sq. ft.: 192				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A - Left	22	C
Main	B - Back	78	C

**Comments**

The purpose of this visit was to complete a complaint investigation follow-up visit and to follow-up on the previous visit conducted on November 16, 2021.

Plan of Improvement: Developed This Date 01/28/2022

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 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.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](mailto:qualityrated@dec.state.ga.us)

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](mailto: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)

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Imani Wilkey, Program Official

Date

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Margarita Collier, Consultant

Date



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### Findings Report

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The following information is associated with a Complaint Investigation Follow Up:

**Health and Hygiene**

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

**Not Met**

**Finding**

591-1-1-.10(4) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined based on observation that a staff member did not disinfect the diaper changing table upon completing the diaper changing procedures with one-year-old and two-year-old children in classroom C-3L.

**POI (Plan of Improvement)**

The Center will ensure there is a smooth, nonporous changing surface that has a guard or rails for safety in each classroom that houses children wearing diapers. Center Staff will be trained and have adequate supplies to properly clean the diaper changing surface between each diaper change.

**Correction Deadline: 1/28/2022**

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

**Not Met**

**Finding**

591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on observation that a staff member did not require one-year-old and two-year-old children to immediately wash their hands upon a staff member completing the diaper changing procedures in classroom C-3L.

**POI (Plan of Improvement)**

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

**Correction Deadline: 1/28/2022**

**Finding**

591-1-1-.17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined based on observation that a staff member did not immediately wash their hands upon completing the diaper changing procedure in classroom C-3L.

**POI (Plan of Improvement)**

The Center will ensure liquid soap and warm running water are available for handwashing, train Staff on the handwashing requirements, review the requirements with Staff periodically, and monitor handwashing.

**Correction Deadline: 1/28/2022**

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

**Correction Deadline: 10/27/2021**

**Corrected on 1/28/2022**

The previous citation was observed to be corrected. The consultant observed complete documentation of medication forms.

**Staff Records**

**Records Reviewed: 23**

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

Staff # 1	Met
Date of Hire: 12/28/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 2	Met
Date of Hire: 08/15/2018	
Staff # 3	Met
Date of Hire: 04/26/2021	
Staff # 4	Met
Staff # 5	Met
Date of Hire: 07/07/2021	
Staff # 6	Met
Date of Hire: 07/12/2021	
Staff # 7	Met
Date of Hire: 09/28/2021	
Staff # 8	Met
Date of Hire: 12/15/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 9	Met
Date of Hire: 12/30/2020	

**Records Reviewed: 23****Records with Missing/Incomplete Components: 1**

Staff # 10 Date of Hire: 08/03/2021	Met
Staff # 11 Date of Hire: 04/23/2021	Met
Staff # 12 Date of Hire: 07/12/2018	Met
Staff # 13 Date of Hire: 02/24/2020	Met
Staff # 14 Date of Hire: 07/31/2019	Met
Staff # 15 Date of Hire: 08/17/2021	Met
Staff # 16 Date of Hire: 05/19/2021	Met
Staff # 17 Date of Hire: 01/04/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 18 Date of Hire: 10/04/2021	Met
Staff # 19 Date of Hire: 02/19/2021	Met
Staff # 20 Date of Hire: 01/13/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 21 Date of Hire: 02/10/2017	Met
Staff # 22 <u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	Not Met
Staff # 23 Date of Hire: 03/10/2020	Met

**Staff Credentials Reviewed: 4**

**Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on review of records that staff member #22, independent contractor, did not submit both a records check application to the department and fingerprints to an authorized fingerprinting site. A one-day letter was issued on this date.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will to ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will ensure the CRC rules are maintained.

**Correction Deadline: 1/28/2022****Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on review of records that staff member #22, independent contractor, did not have evidence of a valid and current satisfactory comprehensive records check determination on file prior to being present at the center while children were present for care. A one-day letter was issued on this date.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will ensure the CRC rules are maintained.

**Correction Deadline: 1/28/2022**

<b>Staffing and Supervision</b>
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**Correction Deadline: 11/16/2021****Corrected on 1/28/2022**

**The previous citation was observed to be corrected. The consultant observed staff members to provide direct supervision and attention to the children's needs.**