



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: 10/27/2021 **VisitType:** Licensing Study

Arrival: 10:00 AM

Departure: 12:55 PM

CCLC-46842

Kiddie Academy of Dacula

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

Regional Consultant

Colleen Covey

Phone: (706) 256-7245

Fax: (706) 256-7244

colleen.covey@decal.ga.gov

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. 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.
10/27/2021	Licensing Study	Good Standing	
05/14/2021	Complaint Investigation by Phone	Good Standing	
02/16/2021	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	4	9	C	12	C	NA	NA	Nap,Feeding,Flo or Play
Main	B - 2L	One Year Olds	2	9	C	12	C	NA	NA	Outside
Main	C - 3L	One Year Olds and Two Year Olds	2	12	C	16	C	NA	NA	Outside
Main	D - R Hall L	GA PreK	2	16	C	25	C	NA	NA	Outside
Main	E - 4R		0	0	C	25	C	NA	NA	
Main	F - 3R	Four Year Olds	2	15	C	24	C	NA	NA	Transitioning
Main	G - 2R	Three Year Olds	2	15	C	23	C	NA	NA	Centers
Main	H - 1R	Two Year Olds	3	17	C	20	C	NA	NA	Snack
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: 93			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
Main	C - Right	65	C

Comments

An Administrative Review was conducted on October 20, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on October 27, 2021 with the director.

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.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

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.

- 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)

Keeshia Ochoa, Program Official

Date

Colleen Covey, Consultant

Date



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Findings Report

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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 variety of equipment and toys were observed throughout the center.

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

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

591-1-1-.08 Children's Records

Technical Assistance

Technical Assistance

591-1-1-.08 - Consultant discussed application requirements with the director.

Facility

591-1-1-.06 Bathrooms **Met**

Comment

Bathrooms observed to be clean and well maintained.

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) **Met**

Comment

A virtual walk through of the center was conducted on October 27, 2021 due to the COVID-19 pandemic. No hazards were observed accessible to children on this date.

Comment

Center appears clean and well maintained.

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

Comment

A virtual walk through of the playground was conducted on October 27, 2021 due to the COVID-19 pandemic. The playground was observed to be clean and in good repair.

Food Service

591-1-1-.15 Food Service & Nutrition **Met**

Comment

Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations **Met**

Comment

Kitchen appears clean and well organized.

Health and Hygiene

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

Comment

Staff state proper knowledge of diapering procedures.

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

Comment

Proper hand washing observed during the virtual visit. Staff stated knowledge of proper hand washing procedures for staff and children.

591-1-1-.20 Medications(CR) **Not Met**

Technical Assistance

591-1-1-.20 -Consultant discussed proper medication documentation and procedures with the director.

Finding

591-1-1-.20(1) requires Personnel to obtain specific written authorization from the child's physician or parent in order to dispense prescription or non-prescription medications, except for first aid. Such authorization will include when applicable, date; full name of the child; name of the medication; prescription number, if any; dosage; the dates to be given; the time of day to be dispensed; and signature of parent. It was determined based on a review of documents that three out of five medication forms were observed to have incomplete dispensing records. Staff failed to document that medication was administered according to the parent authorization or an explanation as to why it was not administered.

POI (Plan of Improvement)

The Center will train Staff to obtain and review parental authorizations to ensure the authorization contains complete information. The designated person(s) will monitor daily.

Correction Deadline: 10/27/2021

Policies and Procedures

591-1-1-.29 Required Reporting

Met

Comment

Discussed reporting requirements.

Safety

591-1-1-.05 Animals

N/A

Comment

Center does not keep animals on premises.

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

Met

Comment

TA-A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Staff stated proper discipline techniques.

591-1-1-.13 Field Trips(CR)

Not Evaluated

Comment

Center does not participate in field trips at this time.

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

Met

Comment

A current/completed inspection was observed for all vehicles used in transporting children this date. The Ford Transit Tag, RGF 2194 was completed on July 16, 2021, the Ford Transit Bus, Tag CSI 4232 was completed on July 27, 2021.

Comment

Complete documentation of transportation observed.

Sleeping & Resting Equipment

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

Met

Comment

Discussed SIDS and infant sleeping position.

Comment

Pleasant naptime environment observed.

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: 27

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Date of Hire: 08/15/2018

Staff # 2 Date of Hire: 07/29/2021	Met
Staff # 3 Date of Hire: 04/26/2021	Met
Staff # 4	Met
Staff # 5 Date of Hire: 07/07/2021	Met
Staff # 6 Date of Hire: 04/26/2021	Met
Staff # 7 Date of Hire: 09/20/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 8 Date of Hire: 07/12/2021	Met
Staff # 9 Date of Hire: 09/28/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 10 Date of Hire: 12/30/2020	Met
Staff # 11 Date of Hire: 08/03/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 12 Date of Hire: 07/29/2019	Met
Staff # 13 Date of Hire: 04/23/2021	Met
Staff # 14 Date of Hire: 04/15/2021	Met
Staff # 15 Date of Hire: 07/12/2018	Met
Staff # 16 Date of Hire: 02/24/2020	Met

Records Reviewed: 27

Records with Missing/Incomplete Components: 0

Staff # 17	Met
Date of Hire: 07/31/2019	
Staff # 18	Met
Date of Hire: 07/16/2021	
Staff # 19	Met
Date of Hire: 09/15/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 20	Met
Date of Hire: 08/17/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 21	Met
Date of Hire: 05/19/2021	
Staff # 22	Met
Date of Hire: 08/24/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 23	Met
Date of Hire: 08/06/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 24	Met
Date of Hire: 10/04/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 25	Met
Date of Hire: 02/19/2021	
Staff # 26	Met
Date of Hire: 02/10/2017	
Staff # 27	Met
Date of Hire: 03/10/2020	

Staff Credentials Reviewed: 6

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

Comment

Criminal record checks requirements were reviewed with the director.

Comment

Criminal record checks were observed to be complete for all staff observed during the virtual visit or listed on the staff list provided by the Director.

591-1-1-.14 First Aid & CPR

Technical Assistance

Technical Assistance

591-1-1-.14 - CPR and first aid requirements were reviewed with the director.

Comment

Evidence observed of 50% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training

Met

Comment

Discussed staff training requirements for food and nutrition. The cook and Director are required to complete four hours of nutrition training. Please obtain required documentation.

Comment

Discussed: Health and Safety Training is required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

Correction Deadline: 3/18/2021

Corrected on 10/27/2021

.33(5) - Staff reviewed on this administrative review were observed to have completed training for the 2020 year.

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

Met

Comment

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

Center observed to maintain appropriate staff:child ratios.

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

Met

Comment

Adequate supervision observed on this date.