



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

Date: 11/27/2023 **VisitType:** Licensing Study

Arrival: 11:30 AM

Departure: 6:15 PM

CCLC-52189

**Special Investigations Unit
Specialist**

Kids Harbor of Hamilton Mill

Brittany Sawyers

2852 Hog Mountain Road Dacula, GA 30019 Gwinnett County
 (770) 831-5454 director.hamiltonmill@kids-harbor.com

Phone: ()

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brittany.sawyers@decal.ga.gov

Mailing Address
 Same

Quality Rated: No

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.
11/27/2023	Licensing Study	Good Standing	
10/18/2023	Incident Investigation Closure	Good Standing	
06/27/2023	Incident 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 & 1's	One Year Olds	2	8	C	12	C	NA	NA	Floor Play
Main	B-2L-3's	Three Year Olds	2	15	C	20	C	28	C	Nap
Main	C-3L-1's & 2's	One Year Olds	2	10	C	15	C	NA	NA	Nap
Main	D-4L-4's & 5's	Four Year Olds and Five Year Olds	1	14	C	20	C	27	C	Nap
Main	E-5L-4's & 5's		0	0	C	24	C	34	C	
Main	F-6L-4's & Up	GA PreK	2	19	C	25	C	34	C	Nap
Main	G-7L-4's & Up		0	0	C	24	C	33	C	
Main	H-8R-4's & Up		0	0	C	25	C	35	C	
Main	I-7R-4's & Up	GA PreK	1	15	C	25	C	35	C	Nap
Main	J-6R-3's	GA PreK	2	18	C	25	C	35	C	Nap
Main	K-5R-3's		0	0	C	19	C	26	C	
Main	L-4R-4's & Up	Three Year Olds	1	14	C	14	C	20	C	Nap
Main	M-3R-2's	Two Year Olds	2	17	C	17	C	NA	NA	Nap
Main	N-2R-2's	Two Year Olds and Three Year Olds	2	15	C	19	C	NA	NA	Nap
Main	O-1R-Infants	Infants	2	7	C	12	C	NA	NA	Floor Play
Total Capacity @35 sq. ft.: 296					Total Capacity @25 sq. ft.: 382					
Total # Children this Date: 152 Total Capacity @35 sq. ft.: 296					Total Capacity @25 sq. ft.: 382					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A-Front L-Infants,1's	14	C
Main	Playground B-Special use-Garden	36	C
Main	Playground C-Back L-4's & Up	88	C
Main	Playground D-Back R-4's & Up	140	C
Main	Playground E- Right Middle-3's	124	C
Main	Playground F-Special use-Splash	18	C
Main	Playground G-Front R-2's	33	C

Comments

A Licensing Visit was conducted on this date.

Plan of Improvement: Developed This Date 11/27/2023

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

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), do the following:

- 1) Log into DECAL KOALA 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.

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)



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.al.ga.gov for more information. Free technical assistance is available!

Sharon Griggs, Program Official

Date

Brittany Sawyers, Special Investigations Unit
Specialist

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-.03 Activities

Not Met

Finding

591-1-1-.03(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. It was determined based on observation, that Classrooms D, L, and M did not have evidence of current lesson plans posted for the week of November 27, 2023.

POI (Plan of Improvement)

The Center will keep current lesson plans on site that include appropriate instruction practices and activities and will have sufficient and varied play and learning equipment and materials to support the activities.

Correction Deadline: 11/27/2023

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)

N/A

Comment

Center does not provide swimming activities.

Children's Records

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, intellectual disabilities or developmental disabilities which limit the child's participation in the program. It was determined based on a review of records, that three out of five children files were missing parents work address and work phone numbers. In addition, two out of five children files were missing release persons address information on this date.

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: 11/27/2023

		Facility
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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)**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 the following potentially hazardous items were observed and accessible to the children receiving care on this date.

- A child's book bag that was hanging on the cubby rack in Classroom D contained Aquaphor Healing Ointment.
- A child's book bag that was hanging on the cubby rack in Classroom M contained a large torn plastic bag of diapers. Also, on the bathroom floor were 10 large plastic bags and two boxes of Huggies and Parent Choice diapers.
- A child's book bag that was hanging on the cubby rack in Classroom N contained Kirkland Baby Wipes, Aquaphor Healing Ointment, Boudreaux's Butt Paste, and Sterile Saline Midst labeled "KEEP OUT OF REACH OF CHILDREN". In addition, there was also a large empty gallon ziplock bag observed in the child's book bag.

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: 11/27/2023

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

Correction Deadline: 10/19/2023

Corrected on 11/27/2023

.26(6) - The previous citation was corrected. Consultant observed the center's playground equipment to be free of hazards on this date.

Food Service

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

Not Met

Finding

591-1-1-.15(3) requires baby bottles and formula to be labeled with the individual child's name; supplied by the Parent daily in bottles; and refrigerated at a temperature of forty (40) degrees Fahrenheit or less. Only the current day's formula or breast milk shall be served. If formula must be provided by the Center, only commercially prepared, ready-to-feed formula shall be used. Refrigerated or frozen breast milk shall only be heated or thawed under warm running water or in a container of warm water. It was determined based on observation that four bottles were not labeled in Classroom O.

POI (Plan of Improvement)

The Center will train Staff to follow the required procedures, ensure that parents are fully informed, and will review and monitor regularly.

Correction Deadline: 11/27/2023

Health and Hygiene

591-1-1-.07 Children's Health

Met

Correction Deadline: 10/19/2023

Corrected on 11/27/2023

.07(2) - The previous citation was corrected. Consultant observed the center to be following the parental notification requirement on this date.

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

Met

Comment

Proper diapering procedures observed.

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

Met

Comment

Staff were observed to remind children to wash hands.

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

N/A

Comment

The Provider currently does not dispense/administer medication.

Safety

591-1-1-.05 Animals

N/A

Comment

Center does not keep animals on premises.

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

Met

Comment

Staff were observed to maintain a positive learning environment on this date.

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.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**Not Met****Technical Assistance**

591-1-1-.30(1)(b)3 -The Center will ensure that sheets or similar coverings are on each individual cots, and are washed at least weekly.

Correction Deadline: 11/27/2023

Finding

591-1-1-.30(1)(b)4 requires that a light cover be available for each child's use on a cot or mat and shall be marked for individual use or laundered daily. If marked for individual use, they must be laundered weekly or more frequently if needed. It was determined based on observation, that five children in Classroom C were without covers while napping on this date.

POI (Plan of Improvement)

The Center will ensure that a light cover is available for each child and will meet the requirements for laundering.

Correction Deadline: 11/27/2023

Staff Records

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

Criminal record checks were observed to be complete.

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

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

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**

Staff observed to provide direct supervision and be attentive to children's needs.

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

Correction Deadline: 10/19/2023

Corrected on 11/27/2023

.32(7) - The previous citation was corrected. The Consultant observed staff members provide adequate supervision and watchful oversight to the children on this date.

