



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: 1/27/2022 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 1:30 PM **Departure:** 2:30 PM

CCLC-45925

Kids' Galaxy of Dacula

2243 Alcovy Road Dacula, GA 30019 Gwinnett County
 (484) 557-1356 SHEFALI.PATT@GMAIL.COM

Regional Consultant

Lynn Schnitzer

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Mailing Address

P O Box 1955
 Suwanee, GA 30024

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.
01/27/2022	Complaint Investigation & Monitoring Visit	Good Standing	
08/17/2021	Incident Investigation Closure	Good Standing	
07/29/2021	Incident Investigation/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	A1L-Private Prek	GA PreK	2	17	C	37	C	NA	NA	Nap
Main	B-2L- Play Room	GA PreK	2	18	C	46	C	NA	NA	Nap
Main	C 3L Storage Rm.	GA PreK	2	17	C	32	C	NA	NA	Nap
Main	D-Bk Left School age	GA PreK	2	22	C	30	C	NA	NA	Nap
Main	EBk Right- School age	Four Year Olds	3	14	C	28	C	NA	NA	Nap
Main	F4R- 3's	Three Year Olds	4	24	C	26	C	NA	NA	Nap, Transitioning
Main	G3R- 1's & 2's	Two Year Olds	3	2	C	21	C	NA	NA	Nap
Main	H2R- Toddlers	One Year Olds	4	17	C	19	C	NA	NA	Transitioning, Diapering
Main	I1R- Infants	Infants	3	16	C	19	C	NA	NA	Floor Play
Total Capacity @35 sq. ft.: 258			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 147			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	A-Preschool	101	C
Main	B-School Age	141	C
Main	C-Infants	26	C

Comments

The purpose of this visit was to conduct a Monitoring visit and to follow up to the previous visit conducted on July 29, 2021. Staff files, children's files and background checks were all reviewed.

A virtual inspection was conducted on January 27, 2022 with the owner, Shefali Pattharwala.

Plan of Improvement: Developed This Date 01/27/2022

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.al.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.dec.al.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@dec.al.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@dec.al.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://dec.al.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)

Shefali Pattharwala, Program Official

Date

Lynn Schnitzer, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1.12 Equipment & Toys(CR)

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through equipment and furniture appeared to be properly secured, as applicable.

591-1-1.35 Swimming Pools & Water-related Activities(CR)

Met

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

Met

Correction Deadline: 7/29/2021

Corrected on 1/27/2022

.08(1) - The previous citation was observed to be corrected. Five of five children's records were observed to be complete and well organized.

Facility

591-1-1-.19 License Capacity(CR)

Met

Comment

Licensed capacity observed to be 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. During the virtual walk through no hazards appeared accessible to children on this date.

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

Technical Assistance

Technical Assistance

591-1-1-.26 - Consultant discussed with Director to ensure that playground is routinely monitored for broken equipment.

Health and Hygiene

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through staff stated proper knowledge of diapering procedures.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through staff stated proper hand washing procedures.

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

Not Met

Finding

591-1-1-.20(3) requires the Center to maintain a record of medication dispensed that includes the date, time and amount of medication, any noticeable adverse reaction, and the signature or initials of the person administering the medication. It was determined based on a review of records that staff members did not ensure a child received the proper dosage of a prescribed medication "Guanfacine" when a review of medication authorization forms revealed that the medication was administered to a child twice on the following dates November 15, 2021, November 16, 2021, November 17, 2022, November 18, 2021, and November 19, 2021 between 3:00 p.m. and 3:30 p.m. Per the medication authorization form, the medication was to be administered at approximately 3:00 p.m. between November 15, 2021 and November 23, 2021.

POI (Plan of Improvement)

The Center will train Staff responsible for dispensing medication in the accurate completion and storage of the records and will implement a plan to monitor this.

Correction Deadline: 3/11/2022

Recited on 1/27/2022

Policies and Procedures

Finding

591-1-1-.21(1)(p) requires the Center to have a written plan for handling emergencies, including but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the Center; to have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations. The plan must apply to all children in care and include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions and shall include assurance that no Center Personnel will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals. It was determined based on review of records that the center's emergency plan did not include the following: continuity of operations, and accommodations for infants, toddlers, children with disabilities, and children with chronic medical condition.

POI (Plan of Improvement)

The Center will write or revise an emergency plan that includes all of the required items.

Correction Deadline: 3/18/2022

Recited on 1/27/2022

Correction Deadline: 8/3/2021

Corrected on 1/27/2022

.21(3) - The previous citation was observed to be corrected. The consultant observed the center to have complete documentation of emergency drills for 2021.

Safety

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. Staff stated knowledge of proper disciplinary practices.

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

Met

Comment

591-1-1-.36(7)(b) -The previous citation was observed to be corrected. Consultant observed documentation of complete emergency medical information for each child being transported.

Correction Deadline: 1/28/2022

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.

Staff Records

Records Reviewed: 38

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Date of Hire: 11/15/2021

Staff # 2

Met

Date of Hire: 11/15/2021

Staff # 3 Met

Date of Hire: 10/04/2021

Staff # 4 Met

Date of Hire: 01/18/2021

Staff # 5 Met

Date of Hire: 06/24/2021

Staff # 6 Met

Date of Hire: 01/31/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 7 Met

Date of Hire: 01/31/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 8 Met

Date of Hire: 11/11/2021

Staff # 9 Met

Date of Hire: 07/27/2021

Staff # 10 Met

Date of Hire: 07/30/2020

Staff # 11 Met

Date of Hire: 08/16/2021

Staff # 12 Met

Date of Hire: 03/08/2021

Staff # 13 Met

Date of Hire: 03/11/2019

Staff # 14 Met

Date of Hire: 09/13/2021

Staff # 15 Met

Date of Hire: 10/11/2021

Staff # 16 Met

Date of Hire: 01/18/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 17	Met
Date of Hire: 01/10/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 18	Met
Date of Hire: 06/01/2021	
Staff # 19	Met
Date of Hire: 06/01/2021	
Staff # 20	Met
Date of Hire: 09/20/2021	
Staff # 21	Met
Date of Hire: 10/05/2020	
Staff # 22	Met
Date of Hire: 10/05/2020	
Staff # 23	Met
Date of Hire: 08/30/2021	
Staff # 24	Met
Date of Hire: 11/04/2019	
Staff # 25	Met
Date of Hire: 07/26/2021	
Staff # 26	Met
Date of Hire: 01/18/2021	
Staff # 27	Met
Date of Hire: 05/26/2021	
Staff # 28	Met
Date of Hire: 08/01/2016	
Staff # 29	Met
Date of Hire: 01/18/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 30	Met
Date of Hire: 02/16/2016	
Staff # 31	Met
Date of Hire: 08/01/2019	

Staff # 32	Met
Date of Hire: 07/12/2018	
Staff # 33	Met
Date of Hire: 08/13/2025	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 34	Met
Date of Hire: 08/02/2021	
Staff # 35	Met
Date of Hire: 01/31/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 36	Met
Date of Hire: 10/11/2021	
Staff # 37	Met
Date of Hire: 09/08/2020	
Staff # 38	Met
Date of Hire: 08/17/2021	

Staff Credentials Reviewed: 12

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

Criminal record checks were observed to be complete.

591-1-1-.14 First Aid & CPR	Met
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Correction Deadline: 8/28/2021**Corrected on 1/27/2022****.14(2) - The previous citation was observed to be corrected. The consultant observed newly hired staff past their 90-day timeframe to have evidence of a current first aid and CPR training card on file.**

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

Center observed to maintain appropriate staff:child ratios.

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

Discussed proper supervision: responding promptly, bathrooms and playgrounds.

The following information is associated with a Complaint Investigation Visit:

Health and Hygiene

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

Met

Correction Deadline: 8/17/2021

Corrected on 1/27/2022

.07(2) - Previous citation was observed to be corrected. Per the owner, the center sends enrolled families an electronic notification informing the parents of an incident involving their child.