



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: 8/17/2022 VisitType: Licensing Study

Arrival: 10:20 AM

Departure: 3:05 PM

CCLC-51083

Clarian Place Child Care & LC - Snellville

3785 Zoar Road Snellville, GA 30039 Gwinnett County  
(770) 557-1215 clarianplacesnellville@gmail.com

Regional Consultant

Dianne Clarke

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Mailing Address

Same

Quality Rated: ★ ★

| <u>Compliance Zone Designation</u> |                                   |               | <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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|------------------------------------|-----------------------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 08/17/2022                         | Licensing Study                   | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 04/14/2022                         | Complaint Closure                 | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 03/30/2022                         | Complaint 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                            | 1L          | Infants         | 2     | 3        | C                             | 12         | C            | NA         | NA           | Free Play, Diapering |
| Main                            | 2L          | One Year Olds   | 2     | 9        | C                             | 20         | C            | NA         | NA           | Free Play            |
| Main                            | 3L          | Two Year Olds   | 3     | 15       | C                             | 21         | C            | NA         | NA           | TV                   |
| Main                            | Back Left   | Three Year Olds | 20    | 11       | C                             | 26         | C            | NA         | NA           | Centers              |
| Main                            | Back Right  | Four Year Olds  | 3     | 12       | C                             | 25         | C            | NA         | NA           | Story                |
| Main                            | Front Left  |                 | 0     | 0        | C                             | 20         | C            | NA         | NA           |                      |
| Main                            | Front Right |                 | 0     | 0        | C                             | 19         | C            | NA         | NA           |                      |
| Total Capacity @35 sq. ft.: 143 |             |                 |       |          | Total Capacity @25 sq. ft.: 0 |            |              |            |              |                      |
| Total # Children this Date: 50  |             |                 |       |          | Total Capacity @25 sq. ft.: 0 |            |              |            |              |                      |

| Building | Playground           | Playground Occupancy | Playground Compliance |
|----------|----------------------|----------------------|-----------------------|
| Main     | PG infants/ Toddlers | 30                   | C                     |
| Main     | PG Preschool/ S/A    | 107                  | C                     |

### Comments

On this date, consultant followed up to previous visit and conducted an on-site Licensing study. Consultant requested provider submit required documents for the Administrative Review process. An admin review was completed, and a signature was obtained on the administrative review letter.

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, only 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.

For centers conducting transportation, please remember that the transportation training certificates must be renewed every two years for everyone participating in transportation including the director.

Provided updated staff orientation checklist.

One Day Letter left.

Plan of Improvement: Developed This Date 08/17/2022

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.decga.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@decga.gov](mailto:qualityrated@decga.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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JILL BLAKE, Program Official

Date

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Dianne Clarke, Consultant

Date



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### Findings Report

**Date:** 8/17/2022 **VisitType:** Licensing Study

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**Departure:** 3:05 PM

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The following information is associated with a Licensing Study:

### Activities and Equipment

**591-1-1.12 Equipment & Toys(CR)**

**Technical Assistance**

**Comment**

A variety of equipment and toys were observed throughout the center.

**Technical Assistance**

591-1-1.12(4) - Please ensure to secure the computer screen and brain on desk.

**Correction Deadline: 8/17/2022**

**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: 1**

|                                              |         |
|----------------------------------------------|---------|
| Child # 1                                    | Met     |
| Child # 2                                    | Met     |
| Child # 3                                    | Not Met |
| <u>"Missing/Incomplete Components"</u>       |         |
| .08(1)-Emergency Contact information Missing |         |
| Child # 4                                    | Met     |
| Child # 5                                    | Met     |

**Technical Assistance**

591-1-1-.08(1) - Please ensure that all children's files have their information completed before beginning at the center.

**Correction Deadline: 8/17/2022**

**Technical Assistance**

591-1-1-.08(6) - Please ensure that the children are being signed in and out daily by their parents.

**Correction Deadline: 8/17/2022**

|                 |
|-----------------|
| <b>Facility</b> |
|-----------------|

**591-1-1-.06 Bathrooms****Not Met****Finding**

591-1-1-.06(4) requires a Center first licensed after March 1, 1991, and Centers that remodel or add to existing plumbing facilities, to have the bathroom area fully enclosed and ventilated to the outside of the building with either an open screened window or functioning exhaust fan and duct system and requires Centers without fully enclosed bathrooms to ensure there is adequate ventilation to control odors and adequate sanitation measures to prevent the spread of contagious diseases. It was determined based on a review of records that the fans in the following classrooms were not working:

- Back Left: The fan in the bathroom was observed to not be functioning.
- Front Right: The fan in the boys bathroom was observed to not be functioning.

**POI (Plan of Improvement)**

The Center will fully enclose and ventilate bathroom areas, as required, and will provide adequate ventilation and sanitation in bathrooms that are not fully enclosed.

**Correction Deadline: 9/16/2022**

**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****Technical Assistance**

591-1-1-.25(13) - Please ensure that all items are kept inaccessible to the children at all times and cabinets are locked at all times and ensure to check children's bags for items which read keep out of reach of children.

**Correction Deadline: 8/17/2022**

**Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that the vents in the following areas were in need of cleaning and repair:

- 2L: The vents in the classroom were observed to be dusty.
- 3L: The vents in the bathroom were observed to be dusty. The light in the bathroom was observed to not be working.
- Back Left: The bathroom vents and classroom vents were observed to be dusty. The light in the classroom was observed to be in need of repair and was not working. Also, the left sink was observed to be filling up and draining slowly.
- Back Right: The vents in the classroom was observed to be dusty. The sink tap was observed to be broken on the right and in need of repair. Also, the sink was observed to be filling up and draining slowly.
- Front Right: The vents in the boys and girls bathroom were observed to be dusty. The classroom vents were observed to be dusty. Also, the hinge in the bathroom was observed to be detached at the bottom and the top hinge was loose.

**POI (Plan of Improvement)**

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

**Correction Deadline: 9/17/2022**

**591-1-1-.26 Playgrounds(CR)****Not Met****Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that the paint was observed to be peeling on the small red ladder structure on the preschool playground. Also, on the infant/toddler playground there was a cracked wheel on the red and yellow car.

**POI (Plan of Improvement)**

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

**Correction Deadline: 9/17/2022**

**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 throughout the center.

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

The Provider currently does not dispense/administer medication.

**Safety****591-1-1-.11 Discipline(CR)****Met****Comment**

Age-appropriate discussion and/or redirection observed.

**591-1-1-.36 Transportation(CR)****Not Met****Finding**

591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on observation, that one child was missing their vehicle emergency form and three children were missing their doctor's information.

**POI (Plan of Improvement)**

The Center will obtain a complete emergency medical information record for each child that is transported and maintain a copy on the vehicle.

**Correction Deadline: 8/18/2022**

**Finding**

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on a review of records that the second check was observed to not be completed from Anderson-Livsey Elementary school during the week of August 15, 2022 on Monday, Tuesday, Thursday and Friday.

**POI (Plan of Improvement)**

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

**Correction Deadline: 8/17/2022**

|                                         |
|-----------------------------------------|
| <b>Sleeping &amp; Resting Equipment</b> |
|-----------------------------------------|

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

**Not Met**

**Finding**

591-1-1-.30(1)(a)3 requires that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. It was determined based on observation that two of the crib sheets were observed to be loosed fitting and children were observed in the crib.

**POI (Plan of Improvement)**

The center will ensure that each crib has an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant.

**Correction Deadline: 8/17/2022**

|                      |
|----------------------|
| <b>Staff Records</b> |
|----------------------|

**Records Reviewed: 19**

**Records with Missing/Incomplete Components: 3**

|                          |  |                                                                                             |
|--------------------------|--|---------------------------------------------------------------------------------------------|
| Staff # 1                |  | Met                                                                                         |
| Date of Hire: 07/11/2022 |  | <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u> |
|                          |  |                                                                                             |
| Staff # 2                |  | Met                                                                                         |
| Date of Hire: 08/12/2019 |  |                                                                                             |
|                          |  |                                                                                             |
| Staff # 3                |  | Met                                                                                         |
| Date of Hire: 01/17/2022 |  |                                                                                             |
|                          |  |                                                                                             |
| Staff # 4                |  | Met                                                                                         |
|                          |  |                                                                                             |
| Staff # 5                |  | Met                                                                                         |
| Date of Hire: 08/16/2021 |  |                                                                                             |
|                          |  |                                                                                             |
| Staff # 6                |  | Met                                                                                         |
|                          |  |                                                                                             |
| Staff # 7                |  | Met                                                                                         |
| Date of Hire: 08/03/2022 |  | <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u> |

|                                                                                |                                                                                             |
|--------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|
| Staff # 8                                                                      | Not Met                                                                                     |
| Date of Hire: 02/21/2022                                                       |                                                                                             |
| <u>"Missing/Incomplete Components"</u>                                         |                                                                                             |
| .14(2)-CPR missing                                                             |                                                                                             |
| Staff # 9                                                                      | Met                                                                                         |
| Date of Hire: 08/16/2022                                                       | <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u> |
| Staff # 10                                                                     | Not Met                                                                                     |
| Date of Hire: 05/16/2022                                                       |                                                                                             |
| <u>"Missing/Incomplete Components"</u>                                         |                                                                                             |
| .33(3)-Health & Safety Certificate,.14(2)-CPR missing,.14(2)-First Aid Missing |                                                                                             |
| Staff # 11                                                                     | Met                                                                                         |
| Date of Hire: 01/04/2022                                                       |                                                                                             |
| Staff # 12                                                                     | Met                                                                                         |
| Date of Hire: 07/01/2019                                                       |                                                                                             |
| Staff # 13                                                                     | Met                                                                                         |
| Date of Hire: 08/09/2021                                                       |                                                                                             |
| Staff # 14                                                                     | Met                                                                                         |
| Date of Hire: 06/01/2021                                                       |                                                                                             |
| Staff # 15                                                                     | Met                                                                                         |
| Date of Hire: 01/10/2022                                                       |                                                                                             |
| Staff # 16                                                                     | Met                                                                                         |
| Date of Hire: 08/08/2022                                                       | <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u> |
| Staff # 17                                                                     | Met                                                                                         |
| Date of Hire: 07/13/2022                                                       | <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u> |
| Staff # 18                                                                     | Not Met                                                                                     |
| Date of Hire: 01/10/2022                                                       |                                                                                             |
| <u>"Missing/Incomplete Components"</u>                                         |                                                                                             |
| .33(3)-Health & Safety Certificate                                             |                                                                                             |
| Staff # 19                                                                     | Met                                                                                         |
| Date of Hire: 07/11/2022                                                       | <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u> |



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**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on observation that the therapist present on this date was observed to not be ported.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will be sure to complete portability request for all staff prior to them being present at the center to ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. 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 review the CRC modules regarding criminal records to ensure CRC rules are maintained. The therapist was observed to be ported on August 17, 2022.

**Correction Deadline: 8/17/2022**

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**591-1-1-.14 First Aid & CPR****Not Met****Comment**

Please replace/add missing/expired item(s) in first aid kit(s).

**Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records that staff #8 did not have evidence of CPR. The certificate was completed online.

**POI (Plan of Improvement)**

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

**Correction Deadline: 9/16/2022**

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**591-1-1-.33 Staff Training****Not Met**

**Finding**

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on a review of records that staff #10 and #18 did not have evidence of Health and Safety Orientation Training on file.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

**Correction Deadline: 9/16/2022**

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

|                                 |
|---------------------------------|
| <b>Staffing and Supervision</b> |
|---------------------------------|

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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Met**

**Correction Deadline: 3/30/2022**

**Corrected on 8/17/2022**

**.32(1) - The previous citation was observed to be corrected in that the appropriate ratios were observed. Please ensure that the ratios are maintained at all times throughout the center.**

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

**Met**

**Comment**

Adequate supervision observed on this date. Discussed revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.