



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: 2/8/2024 VisitType: Incident Investigation/Licensing Study Arrival: 11:25 AM Departure: 6:40 PM

CCLC-46916

Kids In Motion Academy

2215 Bethany Church Road Snellville, GA 30039 Gwinnett County
(470) 545-2600 amitchell@kimalearningcenter.com

Lead Consultant

Dianne Clarke

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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.
02/08/2024	Incident Investigation/Licensing Study	Good Standing	
12/14/2023	Incident Investigation & Follow Up	Good Standing	
07/20/2023	Monitoring Visit	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	1R - Front - Infant - Room G	Infants	2	6	C	10	C	NA	NA	Free Play, Floor Play
Main	2L - Middle - Pre-K - Room B	Two Year Olds and Three Year Olds	2	13	C	20	C	NA	NA	Nap, Lunch
Main	2R - Middle-Rear - Toddler 1 - Room F	One Year Olds	1	7	C	12	C	NA	NA	Transitioning, Nap
Main	3L - Rear-Left - Pre-K - Room C	Three Year Olds	2	14	C	19	C	NA	NA	Outside, Nap
Main	3R - Rear-Right - Toddler 2 - Room E	GA PreK	2	19	C	19	C	NA	NA	Nap
Main	Front - 1L - School-Age - Room A		0	0	C	21	C	NA	NA	
Main	Front-Middle - Preschool - Room D	One Year Olds	1	2	C	22	C	NA	NA	Transitioning, Nap
Total Capacity @35 sq. ft.: 123			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 61			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A - Preschool - School- Age	104	C
Main	Playground B - Infant - Preschool	21	C

Comments

The purpose of the visit is to conduct an Incident Investigation and Licensing Study visit from December 14, 2023.

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, if there are any 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.

You must be sure to enter all temporary closures by 8 a.m. (vacation, emergencies, school closures, holidays etc...) in DECAL KOALA at all times under the Required Report tab whenever your facility is closed temporarily because you are not caring for children for one day or more. Please be sure to SAVE the report prior to exiting.

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.

Please ensure that director and staff responsible for food preparation completes the four (4) hours of nutrition training as soon as possible but within the first year of employment.

For centers conducting or planning on conducting transportation, please remember that the transportation training certificates must be completed prior to participating in transportation and renewed every two years for anyone checking the vehicle, chaperoning on a trip, and signing the checklist, including the director. Please ensure that directors ensure that they also complete the transportation training upon being hired at the center. Please ensure to contact your consultant for guidance if you have not been conducting transportation and plan on conducting transportation.

**Beginning January 1, 2024, there is a free Transportation Training available on OLLI as ProSolutions will no longer offer the class for free. Also, you will be able to find the Health and Safety Orientation Training, which will be 18 hours, for free as well.

Provided updated orientation checklist.

Share information regarding the indicator manual.

Emailed updated Transportation forms including sample as of October 1, 2023, to begin using immediately.

Discussed regarding ensuring to complete rechecks for Criminal Records checks after five years before expiration.

Discussed regarding mats no longer using tape to repair.

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.decal.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

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

Ashley Mitchell, Program Official

Date

Dianne Clarke, Lead Consultant

Date



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(Findings Report)

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Investigation/Licensing Study

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The following information is associated with a Licensing Study Visit:

Activities and Equipment

591-1-1-.12 Equipment & Toys(CR)

Met

Comment

Discussed adding equipment and toys to enhance variety.

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: 2

Child # 3

Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers,.08(1)-Parent Names, Work Numbers

Child # 5

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

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 child #3 was missing their mother's work address and physician's information and child #5 was missing their father's work address.

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: 2/8/2024

Technical Assistance

591-1-1-.08(6) - Please ensure that parents are signing the children in and out daily where it applies. Please utilize the indicator manual for suggestions regarding ensuring that parents sign their children in and out daily.

Correction Deadline: 2/8/2024

Facility

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 hazards were accessible in the following classrooms:

-3L Rear-Left: A plastic grocery bag which read keep out of reach of children were accessible on a shelf along with a pair of adult scissors on a teacher's desk towards the back left corner.

-3R- Rear Right: In an unlocked closet, broom and dust pan and "fannie" pack was observed to be accessible. Also, in an unlocked cabinet beneath the sink, Lysol complete clean spray, Clorox, Windex and insect repellent was observed to be accessible. Further, in the drawers towards the back right of the classroom, adult scissors and tape dispenser with sharp edge was observed. Disinfectant wipes were observed on a shelf in the classroom.

Front- 1L: In an unlocked cabinet, there were plastic grocery bags, plastic trash bag accessible to the left of the classroom. Also, a toilet brush was observed to be accessible in the left stall on the left side of the toilet bowl. Also, a purple tape dispenser was observed to be accessible to the right in the back of the classroom.

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. Some items were removed during the visit.

Correction Deadline: 2/8/2024

Technical Assistance

591-1-1-.25(3) - Please ensure that peeling walls are repaired immediately.

Correction Deadline: 2/8/2024

Finding

591-1-1-.25(8) requires protective caps on all unused electrical outlets within children's reach and requires that electrical outlets in use be made inaccessible to children. It was determined based on observation, there were outlets observed to be uncovered in the 3R Rear-Right and Front 1L classrooms.

POI (Plan of Improvement)

The Center will train Staff to check outlets and replace protective caps when needed and identify and monitor how outlets in use are inaccessible to children.

Correction Deadline: 2/8/2024

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

Technical Assistance

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

Technical Assistance

591-1-1-.26(6) - Please ensure that the nail heads are flushed on the black borders on the playground at all times.

Correction Deadline: 2/18/2024

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 bottles did not have the child's name labeled in the 1R and Front Middle Preschool classroom.

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: 2/8/2024

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)

Not Met

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 records that medication was observed to be administered on January 16, 2024 through January 18, 2024, however, the medication form indicated that the dates to be given as January 19, 2024.

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: 2/8/2024

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

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

Technical Assistance

Correction Deadline: 12/18/2023

Corrected on 2/8/2024

.36(4)(a) - The previous citation was observed to be corrected in that the inspection was completed on December 16, 2023. Please ensure that the inspection is completed annually before expiration and is kept on file.

Technical Assistance

591-1-1-.36(7)(b) - Please ensure that all children participating in transportation has completed a medical emergency form with all of the required information.

Correction Deadline: 2/9/2024

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

Not Met

Finding

591-1-1-.30(1)(b)3 requires that sheets or similar coverings for cots or mats shall either 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 children were observed to not have sheets on their cots during nap time in the 2L-Middle and 3R Rear Right classroom.

POI (Plan of Improvement)

The Center will ensure that sheets are marked for individual use or washed daily and that marked sheets are washed at least weekly. Discussed with the provider regarding having extra sheets when parents do not return them after being laundered.

Correction Deadline: 2/8/2024

	Staff Records
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Comment

Criminal record checks were observed to be complete.

-Please ensure that applicants/staff are listing exact dates (including month/day/year) on 10-year work history form in order to determine any breaks in service from the childcare industry.

-Please ensure that all staff, volunteers, independent contractors, substitutes etc...has their records check electronically ported to the center's list in KOALA before being present at the facility.

-Please ensure that records checks are redone if there is a six-month (180 calendar days) break in service from the childcare industry.

-Please also ensure that satisfactory records checks are updated before the expiration date after five years.

-Ensure that all therapists and other independent contractors have an updated records check on file, before being present at the center or home or is supervised at all times by a staff with a comprehensive records check.

-Please ensure that staff with a national background check is always present with a staff who has a comprehensive background check. Staff should never be by themselves.

591-1-1-.14 First Aid & CPR**Not Met****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 the following staff were missing evidence of their CPR and First Aid training:

-Staff #1 with a hire date of August 2, 2023

-Staff #6 with a hire date of August 9, 2023

-Staff #18 with a hire date of August 7, 2023

-Staff #25 with a hire date of September 13, 2023

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: 3/9/2024

591-1-1-.24 Personnel Records**Technical Assistance****Technical Assistance**

591-1-1-.24(1) - Please ensure that all new staff completes orientation prior to being present in a classroom.

Correction Deadline: 2/13/2024

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 the following staff did not have evidence of Health and Safety Orientation training:

- Staff #11 with a hire date of November 6, 2023
- Staff #23 with a hire date of September 26, 2023
- Staff #24 with a hire date of June 26, 2023

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: 3/9/2024**Finding**

591-1-1-.33(4) requires within the first year of employment, the Director and person with primary responsibility for food preparation shall have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on a review of records that staff #9 hired on March 17, 2022, and staff #14 hired on August 22, 2022, did not have evidence of the required nutrition training.

POI (Plan of Improvement)

The Center will schedule food preparation training, as required, and follow up to ensure the training is completed.

Correction Deadline: 3/9/2024**Finding**

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on a review of records that the following staff did not have evidence of ten hours of annual training for 2023:

- Staff #8 with a hire date of November 6, 2017
- Staff #20 with a hire date of September 13, 2017
- Staff #21 with a hire date of May 31, 2017
-

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 3/9/2024

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. Discussed 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.