



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: 10/15/2021 **VisitType:** Licensing Study

Arrival: 12:45 PM

Departure: 2:00 PM

CCLC-2547

Kidz Biz Child Care Center

2417 Regency Boulevard Augusta, GA 30904 Richmond County
 (706) 560-2294 kidzbizchildcare706@gmail.com

Regional Consultant

Melyn Smith

Phone: (706) 855-3455

Fax: (706) 434-7640

melyn.smith@dec.al.gov

Mailing Address

2417 Regency Boulevard
 AUGUSTA, GA 30904

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.
10/15/2021	Licensing Study	Good Standing	
09/20/2021	Complaint Investigation by Phone	Good Standing	
09/07/2021	Complaint Investigation by Phone	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	1st Left	Three Year Olds and Four Year Olds	1	8	C	28	C	39	C	Art
Main	1st Right		0	0	C	30	C	NA	NA	
Main	2nd Left	Infants and One Year Olds	2	5	C	11	C	NA	NA	Story,Nap,Floor Play
Main	2nd Right	Two Year Olds	1	3	C	16	C	NA	NA	Art
Main	3rd Right	One Year Olds	1	5	C	15	C	NA	NA	Art
Total Capacity @35 sq. ft.: 100						Total Capacity @25 sq. ft.: 111				
Total # Children this Date: 21			Total Capacity @35 sq. ft.: 100			Total Capacity @25 sq. ft.: 111				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG- Back Right Playground	13	C
Main	PG- Large	85	C
Main	PG-Right Front Playground	11	C

Comments

An Administrative Review was conducted on October 15, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on October 19, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic.

Plan of Improvement: Developed This Date 10/15/2021

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)

Laura Cash, Program Official

Date

Melyn Smith, Consultant

Date



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Findings Report

Date: 10/15/2021 VisitType: Licensing Study

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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: 8

Records with Missing/Incomplete Components: 3

Child # 1

Met

Child # 2

Met

Child # 3

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 4

Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

Child # 5

Met

Child # 6

Met

Child # 7 Not Met
"Missing/Incomplete Components"
 .08(1)(a)-Work Address Missing,.08(1)-Emergency Contact information Missing

Child # 8 Met

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

Technical Assistance

Technical Assistance

591-1-1-.08(1) - The Consultant discussed with the Director to ensure the children's files contained all required information, as three children's files reviewed were lacking information on this date.

Correction Deadline: 10/22/2021

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)

Met

Comment

No hazards observed accessible to children on this date.

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

Met

Comment

Playground observed to be clean and in good repair.

Food Service

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

Not Met

Finding

591-1-1-.15(2) requires that a signed written feeding plan for children less than one (1) year of age shall be obtained from Parent(s) and that instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the child's assigned room and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined, based on review of records, that two of five infant feeding plans were lacking required information, as they were not the updated feeding plan. It was further determined that two of five infant feeding plans were lacking the times or amount of food and the parent signature and date.

POI (Plan of Improvement)

The Center Director will develop and implement a plan to obtain and post the completed feeding plan as part of the enrollment process and to have parents update the plans on a regular basis that will include center staff involved with enrollment and those working in the infant classrooms.

Correction Deadline: 10/22/2021

Finding

591-1-1-.15(7) requires that food be served according to manufacturer's instructions and recommendations. Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking. Food shall not be accessible or served to children until it has been chopped, diced, cut or mashed and is appropriate for each child's age and individual eating, chewing and swallowing ability. It was determined, based on review of records, that the menu indicated that sausage links were served for breakfast on October 5, 2021. It was further determined that the menu indicated that smoked sausage was served for lunch on October 6, 2021 and for breakfast on October 7, 2021. It was further determined that hot dogs were served for lunch on October 8, 2021.

POI (Plan of Improvement)

The Center will train Staff and monitor food served and accessible to children to ensure that the food does not present a choking hazard.

Correction Deadline: 10/20/2021

Health and Hygiene

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

Staff state proper knowledge of diapering procedures.

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

Staff were observed to remind children to wash hands.

591-1-1-.20 Medications(CR)	N/A
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Comment

The Provider currently does not dispense/administer medication.

Safety

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

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

591-1-1-.13 Field Trips(CR)	N/A
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Comment

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)	Not Met
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Comment

A current/completed inspection was observed for all vehicles used in transporting children this date.

Comment

The vehicle had an approved fire extinguisher on this date.

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 review of records, that six of twenty emergency medical information records were lacking the name and/or phone number of the child's primary physician.

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: 10/22/2021

Technical Assistance

591-1-1-.36(7)(c)2. - The Consultant discussed with the Director to ensure staff document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason.

Correction Deadline: 10/16/2021

Finding

591-1-1-.36(8) restricts a child's travel time to forty-five minutes on each trip between the Center and destination unless accompanied by the Parent and excluding field trips. It was determined, based on review of records, that children's travel time exceeded 45 minutes during morning routine transportation during the week of October 4, 2021 from the center to Belair K-8 School and Richmond K-8 School. It was further determined that children's travel time exceeded 45 minutes during afternoon routine transportation during the week of October 4, 2021 to the center from Dorothy Hains Elementary School.

POI (Plan of Improvement)

The center will ensure that the travel time is no more than forty-five minutes on each trip.

Correction Deadline: 10/20/2021

Recited on 10/15/2021

Sleeping & Resting Equipment

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

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 14 Records with Missing/Incomplete Components: 2

Staff # 1	Met
Date of Hire: 02/14/2005	
Staff # 2	Met
Date of Hire: 03/23/2015	
Staff # 3	Not Met
Date of Hire: 01/03/2018	

Records Reviewed: 14**Records with Missing/Incomplete Components: 2**"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 4 Met
 Date of Hire: 09/29/2021 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 5 Not Met
 Date of Hire: 03/25/2019

"Missing/Incomplete Components"

.14(2)-CPR missing

Staff # 6 Met
 Date of Hire: 08/03/2020

Staff # 7 Met
 Date of Hire: 10/07/2021 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 8 Met
 Date of Hire: 11/01/2000

Staff # 9 Met
 Date of Hire: 01/01/2011

Staff # 10 Met
 Date of Hire: 06/08/2001

Staff # 11 Met
 Date of Hire: 05/18/2005

Staff # 12 Met
 Date of Hire: 04/12/2001

Staff # 13 Met
 Date of Hire: 08/31/2021 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 14 Met
 Date of Hire: 08/15/2019

Staff Credentials Reviewed: 10**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record checks were observed to be complete.

Comment

Director provided three files for employees hired since last visit.

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 review of records, that Staff #3 was lacking current evidence of First Aid and CPR training on this date, as the staff person had evidence of expired training on this date. It was further determined that Staff #5 was lacking evidence of completing the hands-on component of CPR training, as the staff person had evidence of completing online CPR training on this date.

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: 11/14/2021

Finding

591-1-1-.14(3) requires the Center to have a first aid kit in each building of the Center and in any vehicle used by the Center for transportation of children, that contains scissors, tweezers, gauze pads, adhesive tape, thermometer, band-aids, assorted sizes, antibacterial ointment, insect-sting preparation, an antiseptic cleansing solution, triangular bandages, rubber gloves, protective eye wear, a protective face mask, and a cold pack. The first aid kit, together with a first aid instruction manual which must be kept with the kit at all times, shall be stored so that it is not accessible to children but is easily accessible to Staff. It was determined, based on observation, that the following first aid kits were missing the following items:

- The first aid kit for the center was missing the anti-bacterial ointment and the triangular bandage on this date.
- The first aid kit for vehicle with tag number CME4470 used for routine transportation was missing the thermometer, scissors, tweezers, adhesive tape, anti-bacterial ointment, insect sting preparation, triangular bandage, cold pack, and protective eye wear.
- The first aid kit for vehicle with tag number ABQ6784 used for routine transportation was missing the thermometer, scissors, tweezers, anti-bacterial ointment, insect sting preparation, triangular bandage, and protective eye wear.
- The first aid kit for vehicle with tag number CLI5865 used for routine transportation was missing the thermometer, scissors, adhesive tape, anti-bacterial ointment, insect sting preparation, triangular bandage, cold pack, and protective eye wear.
- The first aid kit for vehicle with tag number ABQ6785 used for routine transportation was missing the insect sting preparation.

POI (Plan of Improvement)

Center Staff will provide any missing first aid kits, add any missing items to each first aid kit and will develop and use a plan for checking the kits and replacing missing items in each kit in the future. First aid kits and instruction manuals will be stored so that they kits are not accessible to children but are easily accessible to Center Staff.

Correction Deadline: 10/22/2021

591-1-1-.33 Staff Training

Met

Comment

Documentation observed of required staff training.

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 during the virtual walk through.