



**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:** 7/21/2022 **VisitType:** Licensing Study

**Arrival:** 9:00 AM

**Departure:** 10:25 AM

**CCLC-4188**

**Kreative Minds Childcare Center**

2542 Milledgeville Rd. Augusta, GA 30904 Richmond County  
 (706) 364-5627 kreativeminds2@aol.com

**Regional Consultant**

Melyn Smith

Phone: (706) 855-3455

Fax: (706) 434-7640

melyn.smith@dec.al.ga.gov

**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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
06/15/2022	Complaint Investigation by Phone	Good Standing	
01/25/2022	Monitoring Visit	Good Standing	
09/29/2021	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
Building 2	Building 2		0	0	C	25	C	27	C	
Total Capacity @35 sq. ft.: 25			Total Capacity @25 sq. ft.: 114							
Building 3	Building 3		0	0	C	12	C	NA	NA	
Total Capacity @35 sq. ft.: 12			Total Capacity @25 sq. ft.: 114							
Main	2nd Right	Six Year Olds and Over	1	15	C	16	C	NA	NA	Free Play
Main	Back Left	Three Year Olds	2	18	C	22	C	30	C	Circle Time
Main	Back Right	Two Year Olds	2	14	C	22	C	NA	NA	Circle Time
Main	First Right	Infants and One Year Olds	2	12	C	17	C	NA	NA	Floor Play,Nap
Total Capacity @35 sq. ft.: 77			Total Capacity @25 sq. ft.: 114							
Total # Children this Date: 59			Total Capacity @35 sq. ft.: 114			Total Capacity @25 sq. ft.: 114				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG- Back Playground	58	C
Main	PG- Front Playground	21	C

**Comments**

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/RuleAndRegulations.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@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us) 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.

### 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.'

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)

Cheryl Harvey, Program Official

Date

Melyn Smith, Consultant

Date



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### Findings Report

**Date:** 7/21/2022 **VisitType:** Licensing Study

**Arrival:** 9:00 AM

**Departure:** 10:25 AM

**CCLC-4188**

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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: 6**

**Records with Missing/Incomplete Components: 0**

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met
Child # 6	Met

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

**Met**

**Comment**

Records were observed to be complete and well organized.

**Correction Deadline: 6/24/2022**

**Corrected on 7/21/2022**

**.08(2) - Previous citation corrected, based on review of records, that the Center had evidence of age-appropriate immunizations or signed affidavits against such immunizations for each child enrolled on this date.**

<b>Facility</b>
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**591-1-1-.19 License Capacity(CR)**

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

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**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 lid on the clear plastic box containing colorful plastic blocks and the white bin containing wooden blocks were observed to be cracked and broken with sharp edges in the Back Left classroom on this date.

**POI (Plan of Improvement)**

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

**Correction Deadline: 8/1/2022**

**Technical Assistance**

591-1-1-.25(8) - The Consultant discussed with the Director to please ensure all electrical outlets within reach of children were covered, as some outlets were observed not covered in Building 2 on this date, which was not in use.

**Correction Deadline: 7/21/2022**

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

**Not Met**

**Finding**

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined, based on observation, that the bottom of the fence surrounding the Front and Back Playgrounds and between the playgrounds was observed to not be anchored and could pose as an entrapment or escape hazard on this date.

**POI (Plan of Improvement)**

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

**Correction Deadline: 8/5/2022**

**Technical Assistance**

591-1-1-.26(8) - The Consultant discussed with the Director to please ensure that the small patches of grass were removed from the resilient surface beneath and in the fall zones of the swings and climber on the Back Playground to maintain resiliency.

**Correction Deadline: 7/31/2022**

<b>Food Service</b>
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**591-1-1-.15 Food Service & Nutrition****Met****Comment**

Center menu meets USDA guidelines.

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**Health and Hygiene**

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

Staff state proper knowledge of diapering procedures.

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

Please ensure lids remain on trash containing organic waste.

**Comment**

Proper hand washing observed throughout the center.

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

The Provider currently does not dispense/administer medication.

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**Policies and Procedures**

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**591-1-1-.21 Operational Policies & Procedures****Met****Comment**

Program observed complete emergency drills

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**Safety**

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

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

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

Center does not participate in field trips at this time.

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

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

**Comment**

The vehicle had an approved fire extinguisher and first aid kit on this date.

**Technical Assistance**

591-1-1-.36(7)(c)3. - The Consultant discussed with the Director to please ensure to document the arrival time, departure time, and the time the vehicle were loaded or unloaded, as the times were not documented for one date of afternoon routine transportation from Glenn Hills Elementary to the Center during the week of May 16, 2022.

**Correction Deadline: 8/4/2022**

**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 review of records, that the Center failed to document the second check of the vehicle upon the conclusion of afternoon transportation from Sue Reynolds Elementary to the Center during the week of May 16, 2022.

**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: 8/4/2022**

<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**

**Technical Assistance**

**Comment**

Pleasant naptime environment observed.

**Technical Assistance**

591-1-1-.30(4) - The Consultant discussed with the Director to please ensure that cots were stored without sheets to reduce the spread of airborne diseases on this date.

**Correction Deadline: 7/21/2022**

<b>Staff Records</b>
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**Records Reviewed: 11**

**Records with Missing/Incomplete Components: 1**

Staff # 1	Met
Date of Hire: 09/23/2019	
 Staff # 2	 Met
Date of Hire: 02/20/2019	
 Staff # 3	 Met
Date of Hire: 06/10/2001	
 Staff # 4	 Met
Date of Hire: 01/16/2017	
 Staff # 5	 Met
Date of Hire: 12/28/2017	
 Staff # 6	 Met
Date of Hire: 01/31/2018	
 Staff # 7	 Met
Date of Hire: 06/10/2001	

**Records Reviewed: 11****Records with Missing/Incomplete Components: 1**

Staff # 8	Met
Date of Hire: 09/06/2018	
Staff # 9	Met
Date of Hire: 01/16/2017	
Staff # 10	Not Met
Date of Hire: 01/10/2022	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 11	Met
Date of Hire: 01/10/2022	

**Staff Credentials Reviewed: 10**

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

Criminal record checks were observed to be complete.

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<b>591-1-1-.14 First Aid &amp; CPR</b>	<b>Met</b>
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**Comment**

Complete first aid kits observed in center and on vehicles.

**Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.

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<b>591-1-1-.33 Staff Training</b>	<b>Not Met</b>
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**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 review of records, that Staff #10 was lacking evidence of completing the Health and Safety Orientation Training, which was required within 90 days of employment.

**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: 8/23/2022**

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<b>591-1-1-.31 Staff(CR)</b>	<b>Met</b>
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**Comment**

Staff observed to be compliant with applicable laws and regulations.

## Staffing and Supervision

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

Center observed to maintain appropriate staff:child ratios.

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

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