



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: 9/29/2021 **VisitType:** Licensing Study **Arrival:** 1:00 PM **Departure:** 2:15 PM

CCLC-4188

Kreative Minds Childcare Center

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

Regional Consultant

Melyn Smith

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melyn.smith@dec.al.ga.gov

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.
09/29/2021	Licensing Study	Good Standing	
02/02/2021	Monitoring Visit	Good Standing	
08/05/2020	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	One Year Olds	1	5	C	16	C	NA	NA	Story
Main	Back Left	Four Year Olds	1	13	C	22	C	30	C	Circle Time
Main	Back Right	Two Year Olds	1	9	C	22	C	NA	NA	Centers
Main	First Right	Infants	2	6	C	17	C	NA	NA	Floor Play,Nap
Total Capacity @35 sq. ft.: 77			Total Capacity @25 sq. ft.: 114							
Total # Children this Date: 33			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

An Administrative Review was conducted on September 29, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on October 5, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic.

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)

Cheryl Harvey, Program Official

Date

Melyn Smith, Consultant

Date



Bright from the Start Georgia Department of Early Care and Learning
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Phone: (404) 657-5562 WWW.DECAL.GA.GOV

Findings Report

Date: 9/29/2021 **VisitType:** Licensing Study

Arrival: 1:00 PM

Departure: 2:15 PM

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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: 5

Records with Missing/Incomplete Components: 0

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

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

Met

Comment

Records were observed to be complete and well organized.

Facility

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

Licensed capacity observed to be routinely met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR)	Met
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Comment

No hazards observed accessible to children on this date.

591-1-1-.25 Physical Plant-Structural/Mechanical	Technical Assistance
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Technical Assistance

591-1-1-.25(14) - The Consultant discussed with the Director to ensure the lights in the Girls Bathroom in Building 2, which was not in use, were replaced and working before children were present.

Correction Deadline: 10/29/2021

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

Playground observed to be clean and in good repair.

Food Service

591-1-1-.15 Food Service & Nutrition	Not Met
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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 for the facility indicated that carrot sticks were served for dinner on September 28, 2021, and turkey hot dogs were served for PM Snack on September 28, 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: 10/5/2021

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.

Policies and Procedures

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

Program observed complete emergency drills

Safety

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

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

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

Center does not participate in field trips at this time.

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

591-1-1-.36(7)(a) requires that each vehicle contains current information including: the full names of all children to be transported, each child's pick-up location, pick-up time, delivery location, alternate delivery location if a Parent is not at home and name of person authorized to receive each child. In addition, the vehicle shall contain current information identifying the Center's name, telephone number and the name of the driver of the vehicle. It was determined, based on review of records, that the transportation checklists for the weeks of August 23, 2021 and August 30, 2021, were lacking the vehicle tag number of the vehicle used for routine transportation. It was further determined that the names of staff on the vehicle for routine transportation were missing on the transportation checklists for C. T. Walker Magnet School, Floyd Head Start, and Bayvale Elementary for the week of August 30, 2021 and C. T. Walker for the week of August 23, 2021. It was further determined that the transportation checklists were lacking the pick-up location and delivery location for Diamond Lakes Elementary, Wilkinson Gardens Elementary, and Terrace Manor Elementary the week of August 23, 2021, and Diamond Lakes Elementary School and Wilkinson Gardens Elementary the week of August 30, 2021.

POI (Plan of Improvement)

The Center will ensure that the Center's information and the children's information is included on each vehicle.

Correction Deadline: 10/5/2021**Technical Assistance**

591-1-1-.36(7)(b) - The consultant discussed with the director to ensure the Emergency Medical Record contained all required information, including information for the child's primary physician and emergency contact.

Correction Deadline: 10/6/2021**Technical Assistance**

591-1-1-.36(7)(c)2. - The Consultant discussed with the Director to ensure a mark or symbol was used on the transportation checklists to document that a child was absent from routine transportation.

Correction Deadline: 10/5/2021

Finding

591-1-1-.36(7)(c)3. requires that the driver or other designated person document in writing the time of arrival and departure each time the vehicle departs from the Center, is loaded or unloaded at each school and when the vehicle returns to the Center; each time the vehicle departs from the Center, arrives at the location where any child is picked up or dropped off and when the vehicle returns to the Center; each time the vehicle leaves the Center, arrives at a field trip destination, leaves a field trip destination, and returns to the Center. It was determined, based on review of records, that the departure time from the center was not documented on the transportation checklists for routine transportation conducted the week of August 23, 2021, to and from Terrace Manor Elementary and Diamond Lakes Elementary and the week of August 30, 2021, to and from Glenn Hills Elementary and Monte Sano Elementary. It was further determined that the departure time, load time, and arrival time were not documented on the transportation checklists for routine transportation conducted the week of August 30, 2021, to and from C. T. Walker Magnet School.

POI (Plan of Improvement)

The Center will ensure that each time of arrival and departure is documented by the driver or designated person with training, review and monitoring.

Correction Deadline: 10/5/2021

Finding

591-1-1-.36(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Center, and the last stop during transportation to home or school. The responsible person on the vehicle 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; sign the passenger transportation checklist (s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was determined, based on review of records, that a first check of the vehicle was not documented upon return to the facility the week of August 30, 2021, for routine transportation to and from C. T. Walker Magnet School.

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: 10/5/2021

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 a second check of the vehicle upon return to the center was not documented the week of August 30, 2021, for C. T. Walker Magnet School.

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: 10/5/2021

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

Pleasant naptime environment observed.

Staff Records

Staff # 1	Met
Date of Hire: 01/29/2019	
Staff # 2	Met
Date of Hire: 09/23/2019	
Staff # 3	Met
Date of Hire: 02/20/2019	
Staff # 4	Met
Date of Hire: 06/10/2001	
Staff # 5	Met
Date of Hire: 01/16/2017	
Staff # 6	Met
Date of Hire: 12/28/2017	
Staff # 7	Met
Date of Hire: 01/31/2018	
Staff # 8	Met
Date of Hire: 06/10/2001	
Staff # 9	Met
Date of Hire: 09/06/2018	
Staff # 10	Met
Date of Hire: 01/16/2017	
Staff # 11	Met
Date of Hire: 11/28/2017	

Staff Credentials Reviewed: 11

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

Criminal record checks were observed to be complete.

591-1-1-.14 First Aid & CPR	Met
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Comment

Please be mindful of the First Aid and CPR training expiration dates, as some were observed to be expiring within the next month.

Comment

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

591-1-1-.33 Staff Training	Met
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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.