



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: 4/20/2022 **VisitType:** Monitoring Visit **Arrival:** 9:00 AM **Departure:** 12:45 PM

CCLC-53609

Kiddie Academy of Suwanee

1446 Satellite Boulevard NW Suwanee, GA 30024 Gwinnett County
 (470) 822-3344 sruthy.kuruvilla@kiddieacademy.net

Regional Consultant

Mandi Sloan

Phone: (770) 357-5097
 Fax: (770) 357-5098
 mandi.sloan@decal.ga.gov

Mailing Address
 Same

Quality Rated: ★

Compliance Zone Designation		
04/20/2022	Complaint Investigation & Monitoring Visit	Good Standing
10/12/2021	Incident Investigation Closure	Good Standing
10/06/2021	Licensing Study	Good Standing

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.

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	A 1L Infant's	Infants and One Year Olds	2	4	C	12	C	NA	NA	Floor Play,Story	
Main	B 2L One's	One Year Olds	2	11	C	15	C	NA	NA	Floor Play	
Main	C 3L One's	One Year Olds	1	8	C	9	C	NA	NA	Free Play	
Main	D 4L Two's	Two Year Olds	2	10	C	20	C	NA	NA	Outside	
Main	E 5L Two's	Two Year Olds	1	8	C	11	C	NA	NA	Outside	
Main	F 6L Three's	Three Year Olds	2	10	C	16	C	NA	NA	Centers	
Main	G 7L Three's	Three Year Olds and Four Year Olds	1	12	C	13	C	NA	NA	Circle Time	
Main	H 8L School Age	Five Year Olds	1	8	C	27	C	NA	NA	Homework	
Main	I 1R Four's	Four Year Olds	1	15	C	18	C	NA	NA	Circle Time	
Total Capacity @35 sq. ft.:					141	Total Capacity @25 sq. ft.:					0
Total # Children this Date: 86			Total Capacity @35 sq. ft.:			141	Total Capacity @25 sq. ft.:				0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A School Age	29	C
Main	B Preschool	31	C
Main	C Infant/Toddler	18	C

Comments

The purpose of today's visit was to conduct a complaint investigation and monitoring visit.

Plan of Improvement: To Be Submitted 04/20/2022

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.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 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 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 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)

Tiffanie Mills, Program Official

Date

Mandi Sloan, Consultant

Date



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

Findings Report

Date: 4/20/2022 **VisitType:** Monitoring Visit **Arrival:** 9:00 AM **Departure:** 12:45 PM

CCLC-53609

Kiddie Academy of Suwanee

1446 Satellite Boulevard NW Suwanee, GA 30024 Gwinnett County
(470) 822-3344 sruthy.kuruvilla@kiddieacademy.net

Regional Consultant

Mandi Sloan

Phone: (770) 357-5097

Fax: (770) 357-5098

mandi.sloan@dec.al.ga.gov

Mailing Address

Same

The following information is associated with a Monitoring Visit:

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)

Met

Comment

Center does not provide swimming activities.

Facility

591-1-1-.06 Bathrooms

Technical Assistance

Technical Assistance

591-1-1-.06 - The consultant discussed with the provider to ensure to monitor bathrooms for necessary supplies.

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

Center appears clean and well maintained.

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

Met

Comment

Playground observed to be clean and in good repair.

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) **Technical Assistance**

Technical Assistance

591-1-1-.20 - The consultant discussed with the provider to ensure that the reason why a medication was not dispensed is noted on the authorization for medication form.

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) **Met**

Comment

Center does not participate in field trips at this time.

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

Finding

591-1-1-.36(4)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, taillights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Center or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined based on a review of records that the center had not completed an annual vehicle safety check of the vehicle with tag number RXQ 3972 as it had not been completed since February 9, 2021.

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

Correction Deadline: 4/25/2022

Finding

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall 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. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on a review of records that the center did not immediately document with a check or other mark/ symbol the unloading of one child during after school transportation from Jackson Elementary School on April 26, 2022.

.....

.....

Correction Deadline: 4/21/2022

Sleeping & Resting Equipment

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

Comment
Pleasant naptime environment observed.

Staff Records

Records Reviewed: 21 **Records with Missing/Incomplete Components: 1**

Staff # 1	Met
Date of Hire: 04/19/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 2	Met
Date of Hire: 01/03/2022	
Staff # 3	Met
Date of Hire: 03/09/2022	
Staff # 4	Met
Date of Hire: 11/08/2021	
Staff # 5	Met
Date of Hire: 08/10/2021	
Staff # 6	Met
Date of Hire: 04/12/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 7	Met
Date of Hire: 04/20/2021	
Staff # 8	Met
Date of Hire: 04/18/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 9	Met
Date of Hire: 02/18/2021	
Staff # 10	Met
Staff # 11	Met

Records Reviewed: 21**Records with Missing/Incomplete Components: 1**

Staff # 12	Not Met
------------	---------

Date of Hire: 08/16/2021

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training,.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 13	Met
------------	-----

Date of Hire: 02/25/2022

Staff # 14	Met
------------	-----

Date of Hire: 12/29/2021

Staff # 15	Met
------------	-----

Date of Hire: 02/08/2021

Staff # 16	Met
------------	-----

Date of Hire: 04/12/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 17	Met
------------	-----

Date of Hire: 02/08/2021

Staff # 18	Met
------------	-----

Date of Hire: 03/30/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 19	Met
------------	-----

Date of Hire: 04/19/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 20	Met
------------	-----

Date of Hire: 02/25/2022

Staff # 21	Met
------------	-----

Date of Hire: 04/19/2022

Reminder - Health & Safety training is required within 90 calendar days of hired**Staff Credentials Reviewed: 1****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Technical Assistance****Technical Assistance**

591-1-1-.09(1) - The consultant discussed with the provider to ensure that the program's owner and spouse submit to the record check process if they are present in the child care area (beyond the locked lobby doors) while children are present for care and that they are supervised at all times by a staff person with a comprehensive satisfactory record check determination.

Comment

Director provided 13 file(s) for employees hired since the last visit conducted on October 6, 2021.

Correction Deadline: 10/6/2021

Corrected on 4/20/2022

.09(1)(j) - The previous citation was corrected on this date as criminal record check determinations were observed to be complete. Further, staff was observed to be electronically ported in DECAL KOALA.

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 staff person # 9 with a documented date of hire of April 26, 2021, staff person #10 with a documented date of hire of June 21, 2021 and staff person # 21 with a documented date of hire of May 27, 2021 had not obtained certification of first aid and CPR.

.....
.....
.....
.....
.....
.....

Correction Deadline: 11/5/2021

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 person # 12 with a documented date of hire of August 16, 2021 had not completed the required health and safety orientation training.

.....
.....
.....
.....
.....

Correction Deadline: 5/20/2022

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.